

# KARE



Promoting Inclusion for People with Intellectual Disabilities

**Annual Report**  
**2021**

# In Memory

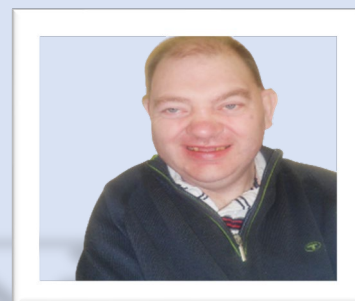
## John Connor

Our dear friend John Connor, a past member of Edenderry Local service, participated in the Intellectual Disability Supplement to Irish Longitudinal Study on Ageing (IDS-TILDA), which started in 2011 and took place over a 3-year period. John's family were invited to a Commemoration Ceremony in Trinity College Chapel on the 3<sup>rd</sup> of December 2021. Many of the participants that participated in the study have now sadly passed away and Trinity College held a

commemorative event to respectfully remember those who shared the details of their lives to help them understand ageing with an intellectual disability. It was important to Trinity College that they celebrated their lives and of the invaluable contributions they made to improve the lives of future generations of people with intellectual disabilities.

Quote from the family: Hazel and Paul O'Neill

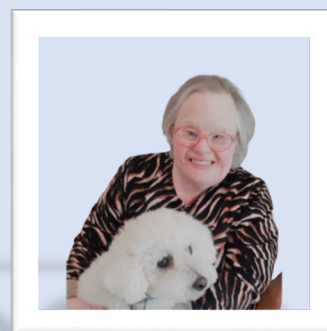
*"We thought the service was lovely, the setting was so unique and yet so uplifting. We felt very included and were made very welcome. The music on the day was provided by special people and was simply brilliant. It was an honour to have our loved one remembered as part of Trinity College. An unbelievably unique experience."*



## Ber Thompson

Ber has meant a lot to so many people. She was a figure of unconditional love and was a beautiful kind, fun-loving lady who was adored by everyone who had the pleasure of knowing her. Ber was a much-cherished daughter of Kathleen and Mannix who adored the ground she walked on. She loved all of her family dearly and had very fond memories of them. She loved going home to Athy. This was a time Ber treasured as she got to spend time with her beloved brothers, sisters, nieces and nephews. Ber was blessed by the love and care shown by her family. Ber has left an imprint on all of our hearts to which we thank her dearly for.

She brought so much joy to us all every day. She was treated as the "Queen Bee" by all in Dunmurray and was a great athlete when it came to running to her bedroom when the kitchen had to be cleaned after the dinner. Ber was a lady of leisure and lived life to fullest. She loved her fashion, her nails and how she looked. Ber enjoyed countless holidays where she enjoyed getting afternoon tea and pampered like a queen. Ber loved her nights away which had to be 5-star hotels and she enjoyed live music in Kilkenny where she spent countless nights. Ber had a fantastic sense of humour and a contagious laugh which always made us laugh. We all loved her for her honesty and her directness. For one small little lady she left a huge impact on all of us. Ber was the heart and soul of Dunmurray. Ber has created her own dynamic legacy of love, spirit, family, integrity and joy. We will always remember Ber and look at her life as a gift of God.



## David Cully

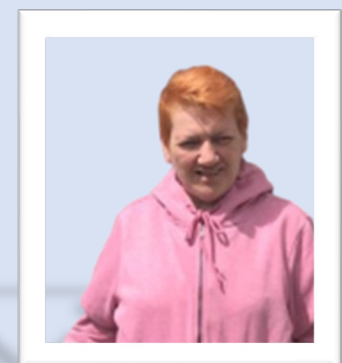
David was a well-loved member of Naas Local Service and caretaker of St Anne's School for many years. He was adored by all who knew him, especially his sister Liz and brother-in-law Noel and his dog, Benjy baby. His great wit and cheeky personality captured the heart of anyone who had the privilege to spend time in his company. He is sadly missed but fondly remembered by his family, the staff and service users in Naas Local Service and his many friends throughout KARE.



## Mary Pender

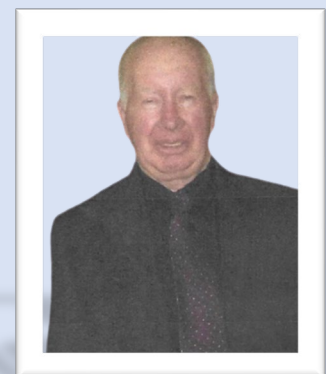
Edenderry Local Service said goodbye to our good friend Mary Pender in August 2021. While Mary attended Naas Local Service in the 90's she really enjoyed sewing and helped make many a patchwork quilt with her excellent skills. Mary moved to Edenderry Local Service when it first opened in 1998. Mary settled well in Edenderry continuing to sew and started to knit, and, after some time Mary got a job in Ofalia House. Mary thoroughly enjoyed going to work with her colleagues who came to know and love Mary, and who always had a kind word and a laugh with her. Mary was also our "go to" person in Edenderry if you wanted to know where someone or something was just ask Mary, she would always know the answer! Mary loved experimenting with hair colour, and whenever her sister got a colour in her hair, Mary would come in the following week sporting a new colour!!

Mary touched many lives, was loved, and is sadly missed by her family and many friends.



## Sean Tracey

In 2021 we lost our dear friend Sean Tracey. His smile and storytelling will be sorely missed around the Clane and Prosperous areas. Sean loved remembering his local area and telling everyone about the old days with vivid recall. He loved his photography, and we will never forget his pride when he held his own photographic exhibition in Naas opened by Bill Cullen. Sean was also very proud of his exploits with Special Olympics winning medals at National level that he cherished very dearly in Bocce, Bowling and Golf. He lived in Prosperous for the last number of years of his life where he received support from many locals and friends like meals on wheels and Bro. O'Connor from Clongowes Wood College visiting for a chat. This support even extended to helping him move into his new house in the same estate...on Christmas Eve. His most loyal companion over those years was his dog Blackie who he loved very much just a little bit more than he loved his life with KARE. He is and will always be missed by all his friends.



## Bridget Dempsey

We would also like to acknowledge the sudden passing of Ms. Brigid Dempsey (Ballyhagan, Carbury, Co. Kildare) (previous service user of KARE).

**Ar dheis Dé go raibh a n-anamacha**

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*LETTER FROM BOARD TO STAFF*



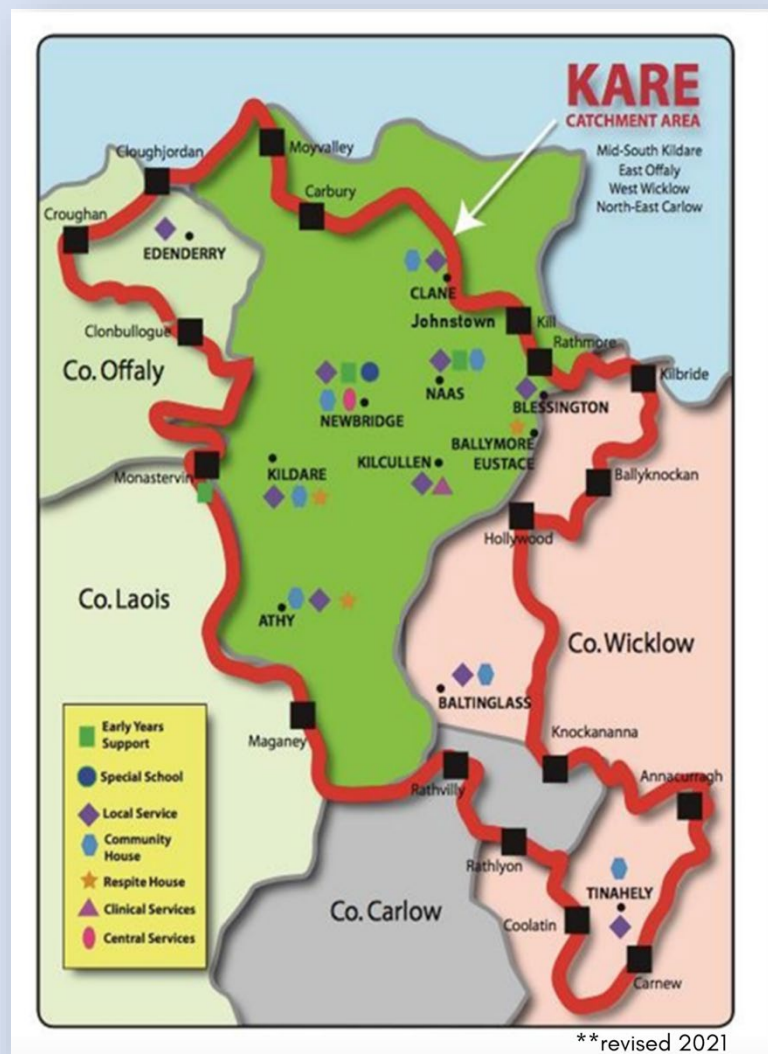
**Company Information**

<b>Name:</b>	KARE, PROMOTING INCLUSION FOR PEOPLE WITH INTELLECTUAL DISABILITIES A Company Limited by Guarantee
<b>Registered Office</b>	Newbridge Industrial Estate, Newbridge, Co. Kildare.
<b>Company Registration No:</b>	48017
<b>Revenue Charity No:</b>	CHY No. 5907
<b>Registered Charity No:</b>	CRA No. 20009700
<b>Chief Executive Officer:</b>	Ms. Deirdre Murphy
<b>Board of Directors:</b>	<ol style="list-style-type: none"><li>1. Mr. Sean Bagnall, Chair (Jan. 2021 to Sept. 2021) - retired September 2021.</li><li>2. Ms. Emily Blennerhassett, Vice Chair (Jan. 2021 to Sept.2021) and (Chair from Sept. 2021 to Dec. 2021)</li><li>3. Ms. Teresa Donohoe, Honorary Treasurer Jan. 2021 to Sept. 2021 (retired September 2021)</li><li>4. Mr. John Weldon, Honorary Secretary (Jan. 2021 to Sept. 2021)</li><li>5. Ms. Mary Conliffe - retired September 2021</li><li>6. Ms. Marianne O'Malley</li><li>7. Ms. Rebecca Bolster</li><li>8. Ms. Margaret Quinn</li><li>9. Mr. Ger O'Shea</li><li>10. Mr. Tom Lambert</li><li>11. Mr. Noel Merrick - appointed March 2021</li><li>12. Mr. Matthew Behan - appointed July 2021</li><li>13. Mr. Pete Connolly – appointed October 2021</li></ol>
<b>Independent Auditor:</b>	JPA Brenson Lawlor, Chartered Accountants & Statutory Audit Firm, Morehampton Road, Donnybrook, Dublin 4
<b>Solicitors:</b>	Coughlan White & Partners Moorefield Road, Newbridge, Co. Kildare
<b>Bankers:</b>	Bank of Ireland, Main Street, Newbridge, Co. Kildare.
<b>Company Secretary:</b>	Ms. Deirdre Murphy

## WHAT WE DO

KARE is an innovative and progressive organisation that provides services and supports for people with intellectual Disabilities and their families. KARE was founded in 1967 by a group of parents and friends of children with intellectual disabilities who set out to ensure that children with disabilities could live at home with their family and be educated locally.

Over the years the organisation has expanded the range of services and supports on offer to meet increased demand and changing needs. KARE has a wide range of community-based supports available to children and adults with an intellectual disability, including day, residential and short break (respite) services. In addition, KARE is Patron to St. Anne's and St. Mark's, both special schools in the Newbridge area. KARE's catchment area is Mid-South Kildare, East Offaly, West Wicklow and North-East Carlow.



# OUR SERVICES

## Children

KARE provides preschool supports to children aged 3-6 years with global developmental delay and / or complex needs. 15 children attend the specialist pre-school, Curragh Grange, and 11 children are supported to attend their local mainstream pre-school. Curragh Grange is a registered Pre-school with the Tusla Early Years Inspectorate.

KARE is lead agency for the South Kildare West Wicklow Children's Disability Network Team. This team, together with its five partner organisations, provides interdisciplinary support services to children aged 0-18 years who present with needs identified as complex. They work in partnership with families, schools and outside agencies to develop and implement integrated intervention programmes.



## Adults

KARE's Community Houses which are located throughout the catchment area, provide a home in which the adults are supported to live the best life possible. 57 people are supported to live in a community house. All houses are registered with the Health Information and Quality Authority (HIQA) and operate within the relevant Health Act 2007 regulations and the National Standards for Residential Services for Children and Adults with Disabilities.



KARE is also a Tier 2 – Approved Housing Body managing 20 residential properties through its Housing Committee and Facilities Department, all of which are maintained to a high standard to comply with regulatory requirements. KARE works actively to increase its housing stock as required through collaboration with local County Councils or through private rental.

KARE's Local services are located throughout the catchment area. They provide day services for over 460 adults in line with best practice. All local services have begun to adapt to the future regulations which will come into place. They align their work to the 'New Directions Interim Standards'. The local services provide support for each person to have a personal plan to outline wishes for the future and which identified the types of support the person needs to achieve those wishes.

## Short Breaks (Respite) Services

KARE's Short Break (Respite) Services provides families of children and adults with a break.

Breaks are provided in a number of different ways including overnight breaks provided through KARE's two short break houses, and alternative short breaks, which are provided through Saturday Clubs and Summer Camps for children and planned weekend activities / day activities for adults. Home Sharing is another service for breaks which offers the opportunity for respite by staying with another family. Over 150 nights were offered in 2021 alongside day respite with host families. KARE would like to thank all the host families for their amazing support to the children & adults support in what was another difficult year, dominated by Covid 19.



## Support Services

KARE provides a range of clinical supports in the areas of Physiotherapy, Speech and Language Therapy, Social Work, Psychology, Behaviour Support



and Occupational Therapy. In 2021 KARE also began providing clinical supports to school leavers across Dublin South, Kildare West Wicklow, in partnership with the HSE and other disability organisations, in an innovative pilot programme.

## Community Employment (CE) and Local Training Initiative (LTI) Schemes

KARE is sponsor for one Community Employment Adults Supports Programme (62 approved places) and two Kildare Community Childcare Programmes (30 approved places) funded through the Department of Employment Affairs and Social Protection (DEASP).

KARE is also sponsor for one Local Training Initiative Programme funded through Kildare and West Wicklow Education Training Board (KWETB). 18 students completed LTI training in 2020-2021 programme. 15 of these individuals went on to successfully achieve a Level 5 Major Award in Intellectual Disability Practice.

Both schemes support employment for people throughout our communities and catchment area, with the majority of participants gaining employment both with KARE and within the health and social care sectors.



# Message from our Chairperson

I am delighted to welcome you to the 2021 KARE Annual Report as Chairperson of the KARE Board of Directors. Whilst this has been a challenging year, the professionalism, commitment and hard work by CEO Deirdre Murphy, the Management Team and all of the KARE staff has been exemplary and shows true determination and dedication in delivering a quality, person centred, innovative service to service users and their families. This personifies the culture within KARE and on behalf of the Board I would like to thank all of you.



Some may ask – “What does the Board actually do?” The Board is responsible for the Governance of the organisation – KARE.

I commenced my term in September 2021, taking over from Sean Bagnall, who retired from the board in line with our governance requirements. My sincere thanks to Sean for his professionalism and commitment to KARE over many years and I personally thank him for his guidance prior to taking on the role of Chair. I would also like to acknowledge the contribution of two other board members who retired and resigned from the board respectively in 2021. Firstly, Teresa Donohue who served three terms on the Board of Directors and acted as Hon. Treasurer for her last term and Mary Conliffe who served two years on the board. Teresa has gone on to sit on the St. Anne’s School Board of Management as our Patron nominee, and I would like to thank her for her ongoing voluntary service.

Two new Directors joined the KARE Board in 2021 (Matthew Behan and Pete Connolly) bringing with them significant expertise and knowledge to compliment the diverse and varied skill sets already within the Board. At the time of writing this, the Board is in the process of appointing several new family representatives with a lived experience of disability to the Board, following a comprehensive recruitment process. The level of interest in the vacant positions was extremely high, which is an indication of how much families want to be involved on the Board and to participate in the governance of the organisation. The amendments to the constitution which took place over 2021 reaffirm the commitment to the central role families play on the Board. The role of Directors, which is a voluntary role, cannot be underestimated. The Charities Regulator states that charity trustees “are the people who ultimately exercise control over and are legally responsible for the charity”. With this in mind, I would like to pay my sincere thanks and gratitude to all of the Directors and to acknowledge their time, hard work and commitment to KARE.

Having entered the 2020 Annual Report into the 2021 Good Governance Awards for best Annual Report, we received some excellent feedback which we have used to improve the overall quality of the report. I hope that the level of accountability and transparency you see within this report is reassuring and demonstrates the high standards of governance across the organisation.

KARE’s strategic plan *Inclusion – Innovation- Inspiration 2021-2025* was officially launched in 2021 and good progress is being made across many of the goal areas highlighted in the plan, which you will see in this report. As Winston Churchill said “However beautiful the strategy you should occasionally look at the results”. I look forward to sharing further updates with you in next year’s report.

I would also like to thank our funders and colleagues in the Health Service Executive who continue to work in partnership with us to improve the quality of our services and to develop new services. KARE has always enjoyed a positive relationship with the HSE which continues to be the case.

Whilst acknowledging this has been a challenging year KARE has opened a number of innovative new services and driven the strategic priorities of the organisation forward.

Finally, as a Board we commit to ensuring that Good Governance is paramount in KARE. Remember - "Be yourself; everyone else is taken" - Oscar Wilde

Best Wishes,



**Emily Blennerhassett**  
Chairperson of KARE Board of Directors

## Message from our CEO



It is my great pleasure to welcome you to the KARE Annual Report for 2021. We continued to experience the impact of Covid through 2021 and again this year's report details much of our response to the pandemic. While the year started with another "lockdown", this time, all our essential services remained open, and our staff continued to provide services.

The first part of the year also saw the roll out of the vaccination programme. The sense of optimism and hope which permeated throughout the country, and our organisation around the vaccination programme carried us through those first few challenging months. and you can see many uplifting photographs and accounts which were a definite highlight of the year. A personal highlight for me was the day towards the end of January when the first people living in our community houses received their 1<sup>st</sup> vaccine, signalling to us that a brighter year was on the way (Pg. 21). Joe tells you himself about this on Pg. 47.

Despite the ever-present challenges of managing through the pandemic, a number of new developments took place in 2021. KARE opened 2 new community houses: in Tinahely, Co. Wicklow (marking our first residential house in that area) and outside Kildare town, bringing our community houses to 20. A further property in Athy was acquired in September 2021 and at the time of finalising this report, the finishing touches to the opening of a new children's respite service for children and families across the wider area (Dublin South Kildare West Wicklow) are well underway. This much needed service in partnership with the HSE is an extremely positive development for children and families across the wider area. In addition, we are planning the opening of another local service in Prosperous during Summer 2022, bringing KARE local services to a total of 14 across our catchment area. Despite the challenges we are seeing all around us, KARE is continuing to develop services and expand in response to the demand for our services.

KARE's new strategic plan *Inclusion – Innovation – Inspiration* 2021 -2025 was officially launched at the July AGM and at the time of completing this report, we are now a year into implementing the ambitious plan. I am pleased to be able to share some of the detail around this with you in this year's report, to provide a sense of the scale of the framework in place to support the implementation and progress to the end of 2021. There are 3 strategic priorities covering 14 goals, with a project team overseeing each of the goals, comprising of staff from all parts of the organisation. We also added another project team, specifically focused on the research element of the projects as a way of supporting staff to get more involved in research, utilising the expertise in this area across the organisation. The plan is well and truly up and running, and has supported successful applications for several grants in 2021, such as the Pobal dormant accounts application for supported employment (aligned with Project 2 of the Plan), funding for an additional planner was received from the HSE (aligned with Project 9, our 18-30 year old project) and the application in partnership with Kildare County Council and UCD via the Disability Awareness and Participation Fund (commenced in April 2022 and detail will be provided in 2022 Annual Report) on community engagement aligns with Project 3 on community engagement.

I would also like to acknowledge the role of Mr. Sean Bagnall, who retired from the KARE Board of Directors in September 2021 after giving many years of service to KARE. Sean was a wonderful support to me when I took up the role as CEO in 2019, and his knowledge and experience of the organisation was second to none. I would also like to thank Ms Emily Blennerhassett who was elected Chair of the KARE Board of Directors in September 2021 for her support and wise counsel to me over the past number of months.

My thanks also to all the KARE Directors whose expertise and professionalism in the discharge of their duties on a voluntary capacity is both welcomed and highly regarded.

A special thanks as always to my colleagues on the management team for their hard work and commitment again this year, for working alongside me in ensuring we fulfil our obligations, achieve our targets and continuously strive to be better in all that we do.

And finally, to the people we support and their families, I hope that this report demonstrates the good work that KARE does each day. While I acknowledge that there are improvements that we can make, I can also see the substantial efforts that are being made to improve the quality of services, in an extremely difficult environment. At the time of this report going to print, costs everywhere are increasing and recruitment across all disciplines is challenging us more than ever before. Despite this, I remain optimistic for the future of KARE and believe that we can navigate our way through this current wave of uncertainty. With this in mind, I would like to pay a special mention to all the staff and volunteers across the organisation. Your support and commitment is remarkable and we are indebted to you each and every day. The last 2 years have been difficult for everyone, but the warmth, person centredness and innovation demonstrated by all staff in working with people we support continues to be the cornerstone of all that we do.

Enjoy the report which tells the story of our 2021.

Best Wishes,



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**Chief Executive Officer**  
**KARE**



# Our Vision, Mission & Values

The Vision, Mission & Values of KARE were updated and launched in early 2021 as part of the new Strategic Plan 2021-2025  
*“Inclusion - Innovation - Inspiration”*



## Vision

People of all abilities are supported in their right to have real opportunities and choice to live their best life.



## Mission

We work in partnership to support people with disabilities and their families to create a present and future that fulfils their personal potential.



## Values

How we work with the people we support and their families.

# Values

## How we work with the people we support and their families

We empower and encourage the people we support to speak for themselves and decide what is best for them.

We encourage the people we support to develop strong, diverse and positive relationships.

We listen to the wishes and dreams of the people we support and find ways to support them to own and achieve these.

We provide people with supports underpinned by the principles of access and consistency.

We support people who use our service in an individualised and creative way.

## How we work with our staff and others

We ensure staff are well supported and informed.

We work collaboratively in flexible, open and innovative ways to achieve the best outcomes for the people we support.

We respect and value our people.

We are accountable to ourselves and the people we support for what we do.

We foster empathy, kindness and appreciation for each other.

We trust staff to carry out their roles in a consistent and professional manner.

The Directors present their annual report together with the audited financial statements of KARE, Promoting Inclusion for People with Intellectual Disabilities (“KARE”) for the year 1 January to 31 December 2021. The Directors confirm that the Directors’ Report and financial statements of the company comply with the current statutory requirements, the requirements of the company’s governing document and the provisions of the Statement of Recommended Practice (SORP), applicable to charities preparing their accounts in accordance with the Financial Reporting Standard 102 (“FRS102”).

## **STRUCTURE, GOVERNANCE AND MANAGEMENT**

### **a) Constitution**

KARE is registered as a charitable Company Limited by Guarantee and was set up by a Memorandum of Association on 6th May 1974. KARE is a registered charity (CHY number 5907 and CRA number 20009700) and was granted charitable status under Sections 207 and 208 of Taxes Consolidation Act, 1997.

### **b) Memorandum and Articles of Association**

The Memorandum and Articles of Association originally adopted in 1974 was updated and approved at an Extraordinary General Meeting in 2010, a further update took place in 2021 with an extraordinary motion put before members at the AGM, this has now been approved by the Revenue Commissioners and the Charity Regulator. The Constitution sets out the details of Membership, Meetings and how the Board of Directors operate.

### **c) KARE Membership**

A comprehensive review of membership of the organisation took place in June 2021 to update the Register of Members. KARE contacted all its members and invited them to confirm if they wished to retain their membership with KARE, which resulted in a total of 73 members confirmed as members. The Board are also Members of KARE.

Being a member of KARE entitles them to the following:

- 1) To go forward for election to the Board.
- 2) To vote for the election of the Board.
- 3) To vote on any Motion at any Annual General Meeting (AGM) or Extraordinary General Meeting (EGM) hosted by KARE.
- 4) To put motions forward for consideration at an Annual General Meeting (AGM).

### **d) Method of Appointment or Election of Board of Directors**

The governance of KARE is the responsibility of the Board of Directors, hereafter referred to as “**the Board**”. They are elected and co-opted under the terms of the Constitution.

The revised composition of the Board is as follows:

1) A maximum of twelve Directors whose names shall have been proposed and seconded by members. At least six of said Directors shall be family members or representatives of Service Users

And

2) Such number of other persons as shall be selected by co-option provided that the total number of Directors shall not exceed twelve.

The Board are appointed for a three-year period and are eligible for re-appointment up to a maximum of three periods, i.e., nine years

The Chief Executive Officer (CEO) attends the Board of Directors Meetings in an ex officio capacity and is not a member of the Board of Directors.

The Board meet on a regular basis having met on 10 occasions in 2021. Board papers are circulated one week in advance of each board meeting.

#### e) Induction of Board

New Board members receive induction both individually and at Board Meetings. They are provided with an overview of the organisation, its services locations, management structures, details of the current Strategic Plan, Operational Plan and Balanced Scorecard of the organisation. All Board members are provided with an overview of their roles and responsibilities, the Code of Conduct for Board members, the format for Self-Evaluation of the Board, information on confidentiality and conflict of interest along with the full range of approved Policies and Procedures operational in the organisation at the time.

They receive specific other training as required and external training on corporate governance has also made available to all Board. All Board members receive a pack containing all the above information. Training for the board is being planned for 2022 in response to the recommendations outlined by the Internal Auditors following their Evaluation of the Effectiveness of the KARE Board of Directors which took place in early 2022.

#### f) Board Sub Committees

The Governance Manual for the Board was last updated in July 2020 and is currently being updated to reflect the changes to the Constitution. The Sub Committees of the Board are set out as follows:

##### Finance Audit Sub Committee

The revised terms of reference for the Finance Audit Subcommittee are to oversee the financial management of the organisation and provide a level of assurance to the Board of Directors that there are appropriate and effective systems in place to cover all aspects of financial management and its promotion of good Corporate Governance.

The current members of the Finance Audit Subcommittee are:

1. Teresa Donohoe, Chairperson Finance Audit Subcommittee (retired September 2021).
2. Sean Bagnall, Retired Director of the Board who remained on the Finance Audit Subcommittee.
3. Emily Blennerhassett, Director of the Board.
4. Matthew Behan, Director of the Board (appointed Chairperson of Finance Audit Subcommittee (September 2021).
5. Charlie Brady, KARE Facilities Manager - (ex Officio)
6. Paul Switzer, KARE Finance & ICT Manager – (ex Officio)



7. Deirdre Murphy, KARE CEO – (ex Officio)

This Committee met four times in 2021 as per its terms of reference.

### **Risk Quality and Safety Sub Committee**

The Risk Quality and Safety Subcommittee was established to oversee the management of risk, quality and safety in the organisation. They provide a level of assurance to the Board that there are appropriate and effective systems in place that cover all aspects of risk management and quality improvement.

The members of the Risk Quality and Safety Committee are:

1. Rebecca Bolster, Director of the Board and Chairperson of the Risk Quality and Safety Committee (retired from this role in September 2021).
2. Margaret Quinn, Director of the Board.
3. Tom Lambert, Director of the Board (Appointed February 2021) and Elected Chairperson of Risk Quality and Safety Committee in September 2021.
4. Sandra Burke, KARE Quality Manager - (ex Officio) – (Appointed October 2020)
5. Deirdre Murphy, KARE CEO - (ex Officio)

This Committee met five times in 2021 which exceeded the requirements of the terms of reference.

### **Remuneration and Nomination Sub Committee**

The Remuneration and Nominations Subcommittee was established to ensure remuneration policies, procedures, and practices of KARE comply with Public Service Pay Policy and any specific directions or instructions of the HSE. It also ensures that appropriate plans are in place for the orderly succession of appointments to the Board to maintain an appropriate balance of skills and expertise.

The members of the Remuneration and Nominations Subcommittee are:

1. Marianne O'Malley, Director of the Board and-Chairperson of the Remuneration & Nomination subcommittee.
2. John Weldon, Director of the Board
3. Corena O'Brien, KARE HR Manager - (ex Officio)
4. Deirdre Murphy, KARE CEO - (ex Officio)

This Committee met five times in 2021 which exceeded the requirements of the terms of reference.

### KARE's 2020 AGM

The 2020 AGM was streamed live on the 27<sup>th</sup> of July 2021 and the AGM saw presentations from Sean Bagnall (Chairman), Teresa Donohoe (Treasurer) and Deirdre Murphy (CEO) reporting on KARE's performance during the previous year.

The Strategic Plan *Inclusion-Innovation-Inspiration 2021-2025* was officially launched at the AGM. A video montage, with contributions from people supported by KARE, staff and the Board was shown, which outlined the consultation process and the three priorities contained in the plan. Thanks to all those who contributed to making the AGM such a success.



## a) Board of Directors – Meeting attendance record 2021

<b>Chairperson:</b>	Mr. Sean Bagnall, Chair - retired Sept. 2021.
<b>Vice Chairperson:</b>	Ms. Emily Blennerhasset, Vice Chair from Jan. 2021 to Sept.2021 and elected Chair in Sept. 2021.
<b>Hon. Treasurer:</b>	Ms. Teresa Donohoe, Honorary Treasurer -retired September 2021 <i>(Honorary Treasurer role was removed from September 2021 under the revised Constitution and replaced with Chair of Finance and Audit Subcommittee.</i>
<b>Hon. Secretary:</b>	Mr. John Weldon, Honorary Secretary <i>(Honorary Secretary role was removed from September 2021 under the revised Constitution)</i>
<b>Board Members:</b>	Rebecca Bolster, Marianne O'Malley, Margaret Quinn, Gerard O'Shea, Tom Lambert, Noel Merrick, Matthew Behan and Pete Connolly.
<b>Retired Sept. 2021:</b>	Sean Bagnall, Teresa Donohoe and Mary Conliffe.

Attendance of Directors at KARE Board Meetings and Sub committees 2021				
Name	Board of Director Meetings 2021	Finance Audit Sub Committee meetings 2021	Risk Quality & Safety Sub Committee meetings 2021	Remuneration & Nomination Subcommittee Committee meetings 2021
Sean Bagnall*	7/8*	3/4*	-	-
Emily Blennerhasset	10/10	3/4	-	-
John Weldon	10/10	-	-	5/5
Teresa Donohoe*	8/8*	3/3*	-	-
Mary Conliffe*	5/8*	-	-	-
Rebecca Bolster	9/10	-	5/5	-
Marianne O'Malley	9/10	-	-	5/5
Margaret Quinn	9/10	-	5/5	-
Gerard O'Shea	9/10	-	-	-
Tom Lambert	9/10	-	3/3	-
Noel Merrick	8/8	-	-	-
Matthew Behan	3/3	1/1	-	-
Pete Connolly	2/2	-	-	-

Notes: \* Denotes Board members who retired in September 2021

## b) Organisational Decision Making

The Board of Directors of KARE control and direct the company in the interests of its members. They have particular responsibilities under Company Law and the company's Memorandum and Articles of Association.

They have common law duties and statutory duties of Directors as outlined in the Board of Directors Governance Manual revised July 2020. The Board has reserved certain powers and delegated to the CEO certain powers consistent with the day-to-day management of the company. The Company Secretary of the organisation is appointed by the Board. The Board of Directors along with the CEO and the management of the organisation are committed to maintaining a high standard of corporate governance in all its work to ensure compliance with the HSE Annual Compliance Statement, Board and Corporate Governance Requirements.

The Board in its roles as Patron to St. Anne's School and St. Marks School appoints two nominees to the Boards of Management of each school, one of whom is the Chairperson of the Board of Management.

KARE has transitioned to the Charities Governance Code issued by the Charities Regulatory Authority and is also signed up to the Governance Code for Community and Voluntary Organisations.

### c) Operational Decision Making

The CEO is part of the Strategic Planning Group ("SPG") which is the Senior Management Team in KARE. Each SPG manager has an operational area they are responsible for:

Area of Responsibility	Manager
Operational Services and Supports Manager	Louise Mahon
Support Services Manager	Angela Lynch
Quality, Risk and Safety Manager	Sandra Burke
Human Resources Manager	Corena O'Brien.
Finance/ICT Manager	Paul Switzer
Facilities Manager	Charlie Brady

### Risk Management

The Board of Directors have assessed the major risks to which KARE is exposed, in particular those related to the operations and finances of KARE. The Board of Directors are satisfied that systems and procedures are in place to mitigate against exposure to major risks.

KARE has prepared a Risk Register which the Board of Directors review and update annually to ensure that all risks are identified, assessed and appropriate controls implemented to manage and mitigate such risks.

KARE's Risk management policy was under review in 2021 with some significant changes made for roll out in 2022. An internal Risk oversight group was formed with its initial role to support the further review, development and implementation of the policy.

The SPG team review the risk register on at least a quarterly basis or as required depending on changes occurring nationally and internationally. The Quality, Risk and Safety subcommittee to the board are presented with a review of the risk register ratings against the tolerance levels on a quarterly basis.

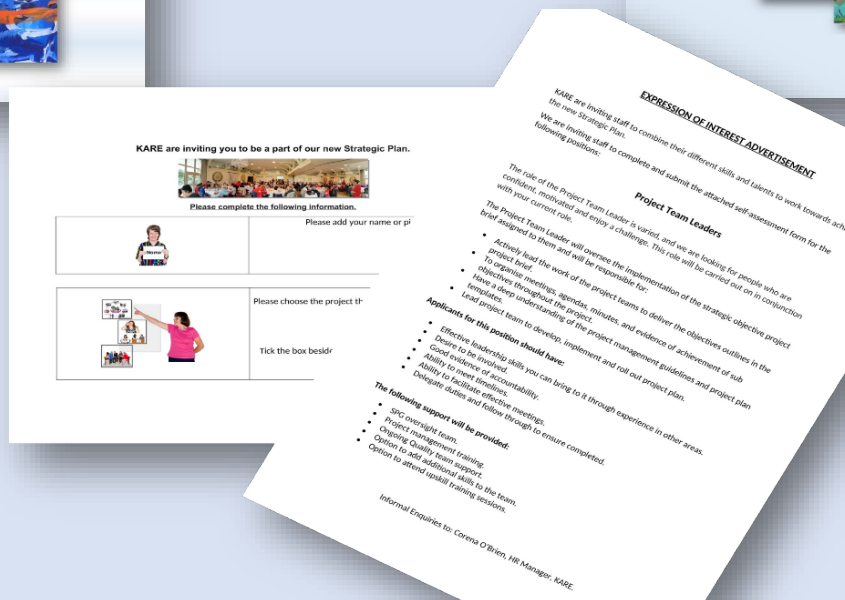
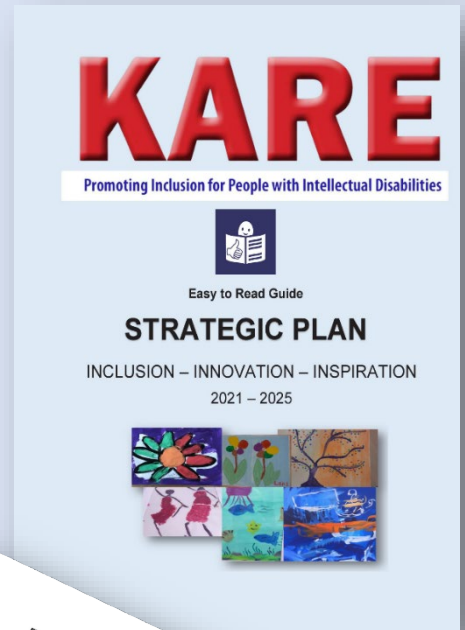
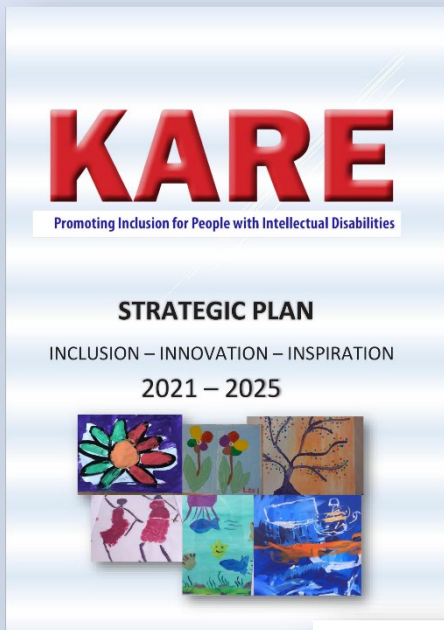


The principal risks and uncertainties facing KARE at the end of 2021 are as follows:

<b>TOP 5 RISKS</b>		
<b>No</b>	<b>Risk</b>	<b>Description</b>
1	Availability of adult respite impacting on needs of people supported by KARE and their families.	Failure to meet the waiting needs of people who require access to respite support.
2	Failure to manage information and data effectively.	Impact of National data security on services and organisation IT systems.
3	Reliance on the HSE as the core funder for the organisation.	Reliance on one sole funder which could impact future development.
4	Failure to respond appropriately to the identified current and future needs of people using the service and their families.	The ability to respond to changing needs reduced.
5	Safeguarding risks linked with the organisation being very high, resulting in significant risks to welfare for people we support and others.	The delay in being able to respond to safeguarding concerns due to budget restrictions and staffing challenges.

At the start of 2021, the biggest risk to the organisation was the negative impact of the COVID-19 pandemic. KARE, through the support of its resilient staff team continued to adapt its practices over the course of 2021 to mitigate the risks in line with national guidance. At the end of 2021 the risk was no longer one of the top 5 risks of the organisation.

# Objectives & Activities





KAREs new Strategic Plan was launched at the AGM in July 2021. It is an ambitious plan with three strategic priorities identified for the organisation. Each priority has a number of goals, with 14 outlined in total. Each goal has a specific project team implementing the key steps. Participation was invited from across the organisation with over 90 people now involved in the projects. These include staff, people who use KARE services, family members, members of the Board, community representatives and some external groups KARE is involved with.

A 15th project team was subsequently included to support teams with a research component in their project, acknowledging the importance of good research in supporting many of the goal areas.

# Progress to December 2021:

Each of the three priority areas have a number of goals within them. Each goal has a project team tasked with implementing a comprehensive project plan to meet the objectives over the life cycle of the plan from 2021 – 2025. The key focus in 2021 for the project teams was to establish a team, understand their project aims, attend training and upskilling on the project process and tools to use, and to schedule implementation tasks for the remaining years.

For 2021, progress is reported using the RAG method (Red – **Off Track** / Amber – **Slightly Off Track** / Green – **On Track**) with the status on each Goal outlined below:

Priority 1 – Further develop Individualised supports to meet the needs of people we support as effectively as possible.		Priority 2 – Strengthen Children’s and Young people’s services to optimise inclusion and opportunity		Priority 3 – Strengthen KARE as an organisation to ensure we are best placed to provide the highest quality services.	
Goals	Status	Goals	Status	Goals	Status
Goal 1 -Individualised Planning		Goal 7 – Respite for children and young people		Goal 10 – Fundraising Strategy	
Goal 2 – Supported Employment		Goal 8 – Progressing Disability Services		Goal 11 – Review Structures & Systems	
Goal 3 -Community engagement		Goal 9 – 18-30 yr old project		Goal 12 – Communications Strategy	
Goal 4 -Transport Strategy		 <p>Further details on the Priorities, Goals and what success looks like, can be found on our website <a href="http://www.kare.ie">www.kare.ie</a>.</p>	Goal 13 – Staff development		
Goal 5 -Properties			Goal 14 - Family engagement model		
Goal 6 – Housing					
Additional Project		Goal 15 - Research			

## Key Achievements:

<b>Project Team structure</b>
<ul style="list-style-type: none"> <li>14 project teams were established to oversee each of the different goals. A 15<sup>th</sup> team was included to reflect the strong research component of a number of the project teams built in as part of their key measures, and research support was identified as a key element in ensuring successful delivery of projects.</li> </ul>
<ul style="list-style-type: none"> <li>An Expression of Interest was sought for project leaders to ensure equitable and representative engagement from across the wider organisation. A competency based self-assessment tool was completed by the applicants. There were 36 Expressions of Interest for the role of project leaders. A decision was taken to introduce an Assistant Project Leader role to reflect the high level of interest demonstrated in the projects.</li> </ul>
<ul style="list-style-type: none"> <li>Same Expression of Interest process was used for the team member role and commenced in April 2021. There were 31 applicants. Those interested were asked to list their top 3 projects of interest in order of preference. An Expression of Interest process took place in July for Service users. 6 people applied.</li> </ul>

<b>Implementation Framework</b>
<ul style="list-style-type: none"> <li>A Project Management Approach to ensure consistency of approaches across all projects has been adopted. A new tool developed to track progress of each project which shows project brief, project charter, progress report, measures (key steps), and objectives action plan.</li> </ul>
<ul style="list-style-type: none"> <li>Project Brief developed by senior management team based on the Strategic Plan “Key Steps” and “What Success will look like”. Each team developed a project charter based on project brief.</li> </ul>

<b>Project Oversight</b>
<ul style="list-style-type: none"> <li>2 of the SPG have been assigned to one of the 3 strategic priorities. A member of the quality department has been assigned to each of the strategic priorities to support the teams. Terms of reference and role descriptors have been developed for each key role.</li> </ul>
<ul style="list-style-type: none"> <li>A project agreement form was developed for all staff which outlined the responsibilities of various stakeholders within KARE in relation to Strategic project team roles.</li> </ul>

<b>Learning Workshops</b>
<ul style="list-style-type: none"> <li>A training workshop with the management team to work through the project management framework being implemented. The sessions were recorded and available to all Project leader and Assistant Project Leaders.</li> </ul>
<ul style="list-style-type: none"> <li>3 learning events held – March, July and December 3<sup>rd</sup> with the Project leads and Assistant Leads. These have provided an opportunity to bring people together, to share learning and to brainstorm solutions to issues being raised across the teams. A Training Manual was developed with a FAQ's to support consistency of approach with using the tools. This was identified as a need following the training workshop.</li> </ul>
<ul style="list-style-type: none"> <li>A strategic plan module was developed for the LEAP Platform which is accessible to all. This has been developed with assistance from many staff and people who use our services and who have recorded videos as part of the module.</li> </ul>

# Objectives & Achievements

## KARE's Response to the Covid 19 Pandemic – Vaccination rollout

On the 27<sup>th</sup> of January 2021, Joe and Kathleen received their first Pfizer vaccine, making them the first individuals supported by KARE to do so. There was great excitement that day in their community houses as staff accompanied them to receive the vaccine.



Then, a year into Covid, on the 12<sup>th</sup> of March 2021, 44 of the people who live in our community houses travelled to a vaccination hub in Muiríosa, Monasterevin to receive their 1st vaccination.

In total, 300 people with a disability from across the wider area were supported to receive their vaccine in Moore Abbey over 2 days. A national vaccination team facilitated the process, with support from nursing and administration staff from various organisations, including KARE

A huge amount of work took place behind the scenes to facilitate the smooth roll out of the programme, and the atmosphere in the hub was truly special. KARE worked extremely closely with the HSE and colleagues in other organisations to facilitate this.





## Second Vaccine Clinic

On the 4<sup>th</sup> of June, 250 service users were supported to receive their second vaccination. This vaccination hub was facilitated by KARE and Muiríosa Foundation, with 5 KARE nurses administering the vaccines. KARE provided the administrative and much of the logistical support on site and worked with many disability organisations across the area.



## GOOD PRACTICE INITIATIVES IN KARE



**LEAP** (Learning Education Activity Platform) is a learning platform that was launched on 31<sup>st</sup> March 2021 in KARE. LEAP is the first platform within KARE that promotes equal access for all stakeholders. It provides a common shared space where end users have direct access to their own learning and engagement, bringing together all learners for the first time irrespective of their level of learning ability. The LEAP online platform was formally launched for all people in KARE's services on the 28th of June.

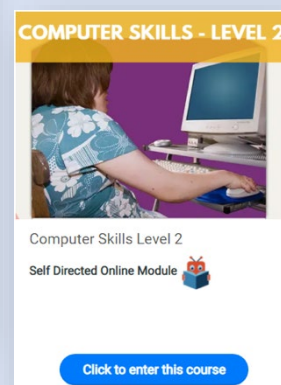
LEAP supports learners to engage in a wide range of diverse, inclusive and easily accessible learning and recreational opportunities that meets their needs and interests, while also delivering on the needs of the organisation in terms of training, education and compliance.

Learners now have the opportunity to engage in self-directed learning and/or activities at a time and location of their choice using any device.

### Testimonials

*"The website is very clearly laid out. The use of visuals makes the website more accessible also."*

*"My low level of IT skills were plenty to manoeuvre around the platform"*





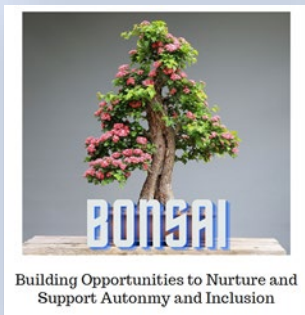
## Newbridge Local Service & Newbridge Access Group

The beautiful photo below was taken in the community with the Newbridge Access Group at one of the new accessible benches in the town. There are four located in the town in total. All those in Newbridge who need a short rest while out walking, shopping, or waiting on a bus now have four new options to choose from. Our caption for the one across the road from Central Services, Military Rd, reads "IT'S A GREAT RESTING PLACE FOR ALL IN THE COMMUNITY"



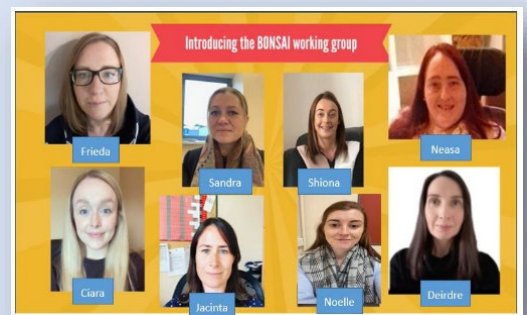
Newbridge Local Service linked with The Newbridge Access Group for "Kildare Disability Week." which ran from November 29th until December 3rd, 2021, the International Day of Persons with Disabilities. We supported them in partnership with Kildare County Council and Co. Kildare Access Network who work tirelessly towards making County Kildare inclusive and fully accessible to all and raising awareness across our communities. The building was illuminated in purple, we flew the Kildare Access Network flag outside the building, wore purple and decorated the front windows with the specially designed baubles supplied by the Newbridge Access Group. Newbridge Local Service continue to have very close links with The Newbridge Access Group, Kildare County Council and Co. Kildare Access Network.

## Assisted Decision Making

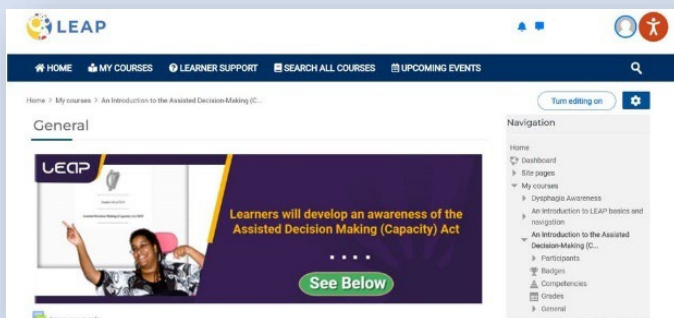


The Assisted Decision Making (Capacity) Act (ADM) was signed into law on 30th December 2015 and KARE continues to follow its progress closely. The Act is about supporting decision-making and maximising a person’s capacity to make their own decisions. The Act will have significant implications for health and social care providers in the provision of safe person-centred care, based on respecting the individual rights of each person.

The Bonsai Campaign (Building Opportunities to Nurture and Support Autonomy and Inclusion) commenced in 2021 and is supporting KARE to implement the guiding principles of the Assisted Decision-Making (Capacity) Act 2015 for the people who use the service. The Bonsai team members are upskilling and completing research on ADM and will make recommendations to the organisation about its implementation.



The Bonsai Campaign (Building Opportunities to Nurture and Support Autonomy and Inclusion) commenced in 2021 and is supporting KARE



A new course page on LEAP entitled ‘An Introduction to the Assisted Decision-Making (Capacity) Act 2015’ has been

launched. This course page will include information and awareness training on the guiding principles included in the ADM. This course page is aimed towards individuals who use the service and staff and will be accessible for all.

The Bonsai team are engaging in research involving service users, families and staff members in KARE. This research is being conducted in collaboration with a PHD Student from Maynooth University. This research will establish awareness of the Act and will identify what support individuals require to implement the guiding principles of the Act in KARE.



As part of the First National Safeguarding Day on November 19<sup>th</sup>, KARE welcomed the Director of The Decision Support Services, Aine Flynn to KARE to give a virtual presentation. The presentation included an overview of the 2015 Assisted Decision Making Act and the role of the Decision Support Services and its upcoming implementation. The webinar was well attended by Staff and Service Users.

## Lifelong Learning

### Online Group Learning

2021 saw the continuation of remote learning and this did not stop learners from diving into a variety of courses and learning opportunities. Courses studied ranged from Preparation for Work, Personal Safety, Setting Learning Goals and Confidence in Communicating. Approximately 40 students studied different courses with Lifelong Learning when programmes resumed in September, until December 2021.

A huge congratulations to the course groups who successfully completed their studies in Listening and Speaking and Setting Learning Goals QQI Level 2. The quality of work produced by students was outstanding.

***Pictured are Mary Fox, Peter Trueman, Amanda Muldowney and tutor Laura Burke***



**LEAP into Learning** LEAP has been an invaluable asset to students learning experience. COVID safety, Infection prevention and control courses, Internet Safety, Household Skills and Beauty and Self Care were made available as online self-directed courses students could complete independently in their own time, at their own pace on LEAP.

LEAP also provided the space for course groups to continuously engage in interactive, accessible course content to support their learning and communication in and outside of classes. By having their own LEAP accounts, learners could review course work, plan for upcoming classes, study, upload assignments and receive feedback from their course tutor directly.

**“VERY GOOD TO UPLOAD THINGS AND GET MORE COURSES ONLINE AND I AM HAPPY TO CONTINUE WITH LEAP”.**

*Eoin*





## KARE QQI Reengagement

**QQI**

Quality and Qualifications Ireland  
Dearbhú Cáilíochta agus Cáilíochtaí Éireann

Quality and Qualifications Ireland (QQI) is the state agency responsible for promoting the quality, integrity and reputation of Ireland's further and higher education system. It ensures that learners achieve qualifications that are valued nationally and internationally as well as providing trusted information on the qualifications included on the National Framework of Qualifications.

KARE, having agreed their quality assurance procedures, became an approved FETAC centre in 2006. When FETAC dissolved in 2012, our approval came under QQI and we have been providing learners with the opportunity to gain QQI accreditation up to and including the present time. Given that our initial quality assurance was agreed with FETAC we were required to reengage with QQI and were provided with a deadline of December 2020 to submit the required documentation. Reengagement is a one-off occurrence that allows us to establish and agree our quality assurance (QA) procedures with QQI. The benefit of reengagement is that it enables us to update and add to our existing QA procedures to ensure that we are effectively managing our QQI activities. Reengagement allows KARE to demonstrate that we can act autonomously in developing programmes and assessing learners, focussing on the achievement of learning outcomes. We will also be able to demonstrate continuous self-evaluation to achieve a strategic focus on enhancement and educational development within our organisation.

A full review and evaluation of our current QA was undertaken and this resulted in the development of a comprehensive QA manual, which addresses the 11 key areas as identified by QQI. This involved a significant amount of consultation, collaboration and development both internal and external to the organisation. It also involved the development of a Training & Education Committee, which governs the work of the organisation in relation to QQI activities. The chairperson of this committee is Kathy Monks, an Emeritus Professor of Human Resource Management at DCU Business School and the vice-chairperson is Sheila Bradley, Senior Development Officer with KWETB. The final QA manual was submitted to QQI on 10<sup>th</sup> December 2020 for review by a reengagement panel, which included members from both higher and further education. This was followed up with a virtual panel meeting on 15<sup>th</sup> March 2021, where we were given the opportunity to further discuss our application and answer questions posed by the panel. The panel report was issued, which outlined a number of mandatory changes that we needed to address before we could gain approval. We were given six months to address the changes and we submitted evidence of this in December 2021. The outcome will be made known to us in 2022, however we expect to be fully reengaged with QQI.

## Alternative Therapy Project: The Importance of Creative Arts in Life Enhancement



Through the *Hospital Saturday Fund*, the Occupational Therapy and Lifelong Learning Departments were in a position to organise and offer a variety of creative wellbeing and arts programmes for learners. Evidence demonstrates that creative arts therapies enhance the behavioural and psychological wellbeing and functioning of people with intellectual disabilities. (Duffy & Fuller, 2000; Poquérusse et al. 2018; Schrade et al. 2011) as cited in Ahessy, 2020.

The Alternative Therapy project was premised on how KARE could offer a suite of creative arts programmes to foster wellbeing practices, meaningful engagement, choice fulfilment and meet the needs of learners' diverse abilities. The project invited participants to learn more about arts-based learning, wellness, self-care, explore personal creativity, expression and try out areas of interest. Professional qualified creative arts therapists facilitated a variety of groups over the duration of the project from 2020 to 2021.

Vicki Jordan, founder of Soul Medic, worked in conjunction with Teach Dara Community Centre Kildare to facilitate evening sessions for learners seeking a space of solace after work and day commitments. Learners explored mindfulness and sound-based therapies with an emphasis on sound healing, relaxation, self-care, and reflection.

Bernadette Moran, founder of Anam Ceol, delivered a number of online and centre-based music therapy groups. Music therapy supports the expressing and processing of different emotions through planned and intentional use of music-based interventions. The sessions were group led and chosen in line with each person's therapeutic goals.

Nicola Kealy, Artistic Director and co-founder of Rhythm Room, invited groups to explore drama and acting studies. Students completed the Introduction to Acting Studies Programme. Sessions were facilitated remotely, and the content generated by the interests and creative expressions of each group. Nicola guided the group(s) through a range of exercises including emotional expression, use of imagination and scene work.

Joanie Murphy, founder of the Grove Studio, worked in person with groups exploring sound, vibration and art-based therapies founded on nurturing the mind, body and soul. The sessions were guided by the interests of the group(s) and included exploring art materials, constructing pieces of meaning and use of sound baths to support learners connection to their environment.

All participants who provided feedback reported the overwhelming benefits of being involved in their respective course/programme groups, as well as their wish to continue their studies.

*I never did the breathing exercises before and that was good to learn how to do them. I was interested in doing drama and making new friends. I look forward to being in a room or a stage to*

*do drama again but you can put my name down for next time and I will be happy too* (Course Participant, 2021).

One family contacted the project team to note the life changing benefits of such for their daughter. Support staff captured the benefits of engagement, with participants visibly “gaining confidence every week”. (Course support staff, 2021).

The outcomes of and enhancement in adults’ lives demonstrated through the alternative therapy project warrants the disability service sector to focus more intently on the consistent offering of creative arts therapies and opportunities for adults-





## KARE's Assistive Technology Department

### *'There's an app for that'*

Following a successful pilot in 2019, a full-time post was recruited for ICAT, KARE's Assistive Technology Department, in May 2021. During the remainder of 2021 over 50 referrals were received, with varied requests for support in areas such as literacy, independent living, employment, education and entertainment.

One person who wondered if assistive technology might be able to help was *Conor Byrne*, who is supported by Naas Local Service.

Conor often uses WhatsApp to keep in touch with friends and family. He had been using its voice messaging feature to send messages successfully for a while but sometimes found reading messages he received a bit harder.

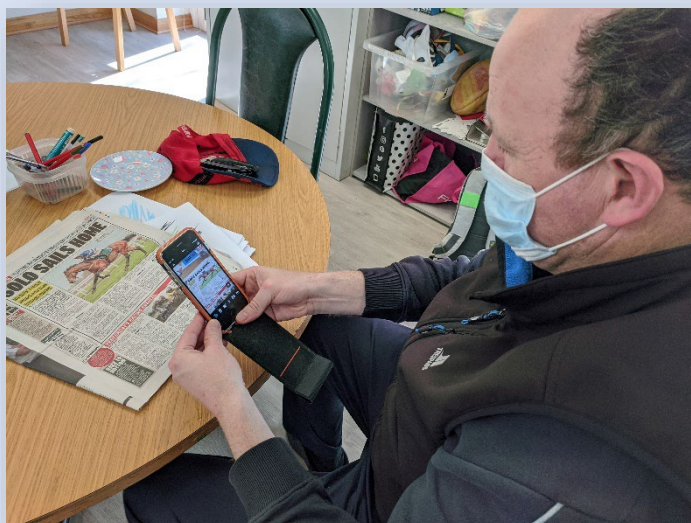
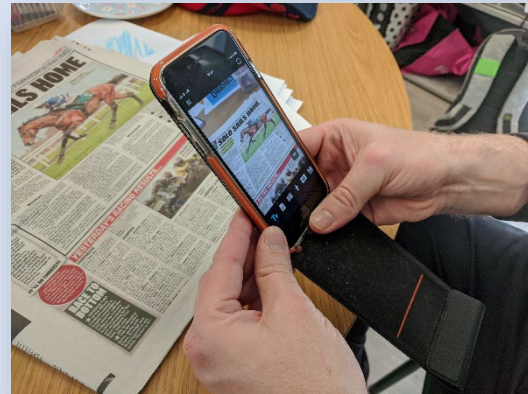
Text to speech is a tool that reads aloud content on a phone, tablet or computer. Conor was shown how he could use the built-in text to speech feature on his phone to read WhatsApp messages. With a bit of practice, he soon got the hang of it:

*"It's helpful if someone texts saying, 'How's things?' The button reads it for me now."*

Conor has a keen interest in horse racing and placing the odd bet. Using an app called Seeing AI, Conor's phone camera can help him read the latest racing news:

*"I read the newspaper using it and can get all the news, good and bad."*

*"It helps me pick out horses, but not always the winner. No wins at Cheltenham this year!"*





## Facilities

### KARE Outdoor rooms / Spaces Project 2021.

Back in late December 2020, KARE were successful in applying for and receiving funding, through the HSE Strengthening Disability Services (SDS) fund. The KARE proposal sought to increase the effectiveness of the premises, by developing a range of different outdoor areas to a number of locations. The range of outdoor areas varied depending on the identified needs in that location and the suitability of the site. The tendering for and the install of all associated structures was undertaken by the KARE facilities department and rolled out across 2021.



The outdoor areas include retractable awning covered areas (x3), log cabin structures (x5) and covered outdoor pavilion areas (x6), providing support to enhance service delivery and provide additional opportunities to meet individual's specific needs. The structures are furnished with a mix of indoor / external furniture. KARE also undertook a biodiversity project at one of our Local Service Day centres. The project has increased choices in facilities/areas within the premises, opening up additional space to provide areas where new activities can be done, supporting personal plans of people living or using the facilities.

### KARE Community Houses – New Premises

Formal applications for Capital Assistance Funding (CAS funding) were made to Kildare County Council with regards to a property located at Rathmuck, Kildare to provide a residential service for a number of individuals in early 2021. Once the funding approval was received, this then paved the way for the relevant HIQA compliance works and building layout design works to commence. Facilities handed over the property to Operations in late July 2021 with residential services then commencing shortly afterwards.



Initial scoping works for a suitable residential property in the Tinahely region commenced in late December 2020. A number of properties that were available to lease in the area were inspected, the most suitable of those being the premises in Tinahely. Once a formalised lease agreement was drawn up, the relevant HIQA compliance and other identified building layout design works commenced. KARE commenced residential services from the property in May 2021.

## Young Adults Team - Supporting People with Disability to Live Better Lives

### Clinical team for school leavers across CHO7

In 2021, KARE were assigned as lead agency to develop a clinical supports team to support school leavers with complex needs, who live and attend day services across CHO7.



This is a partnership with the HSE. The team is based in Johnstown, Naas and comprises of an Occupational Therapist, Speech and Language Therapist, Psychologist, Social Worker, Behaviour Specialist, a Physiotherapist, and a Project Manager.

The team are in place and are actively supporting school leavers and young adults across organisations in CHO7 such as Saint John of Gods, Enable Ireland, National Learning Network, Stewarts Care, Cheeverstown, and WALK to name but a few.

To date, the team have received and accepted over 100 referrals for young adults with complex needs. We work together as part of a multi-disciplinary team to support the individual, their family, and staff team through episodes of care. We are currently identifying and sending referral forms to 2022 school leavers with complex needs, to support their transition into adult services.

If you have any queries with regards to this team, how you can refer to the team or to request some of the information packs we have developed you can contact Audrey Collins, Project Manager for the Young Adults Team at [Audrey.collins@kare.ie](mailto:Audrey.collins@kare.ie)

## Psychology Department

### Publication of Quality-of-Life Outcomes

The Psychology team and Quality Team are very pleased to share the news that we were successful in publishing Quality of Life outcome norms in a peer reviewed academic journal in 2022. This is the culmination of a lot of hard work and effort from all the members of the quality department as well as the psychology team over the past year to analyse and measure the quality of life of our service users. As well as publishing this data in an academic peer reviewed journal, we have established a baseline measurement of the average quality of life score for our service users. This baseline score will be used for future comparisons and in the strategic plan projects as a measure of success. We will be able to comment on whether the quality of life is changing for our service users as we implement our strategic project findings

Our publication can be found at [www.frontiersin.org](http://www.frontiersin.org)

Burke, et al. (2022). Quality of Life Outcomes in a Community Cohort of Adults with an Intellectual Disability Using the Personal Outcome Scale. *Frontiers in Rehabilitation Sciences* (3)

### Psychology Team Updates

The Psychology team in KARE continues to support training and education of clinical psychologists. David (Senior Psychologist) offers clinical psychology training placements to all the main universities in Ireland. In total we supported 5 trainee clinical psychologists in 2021 by providing a training experience. We hope that this will help in some way to broaden the appeal of working in disability services and raise the profile of KARE as an organisation that is at the forefront of training clinicians and psychologists in Ireland.



## Health and Wellbeing Committee

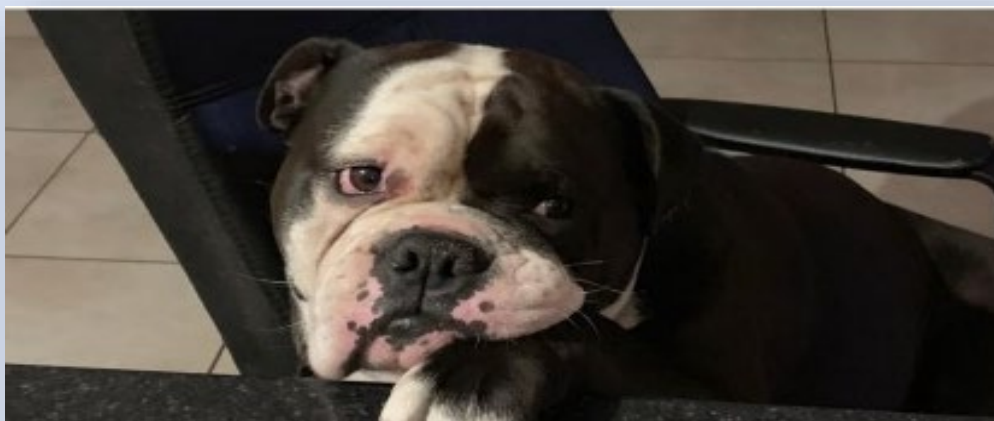
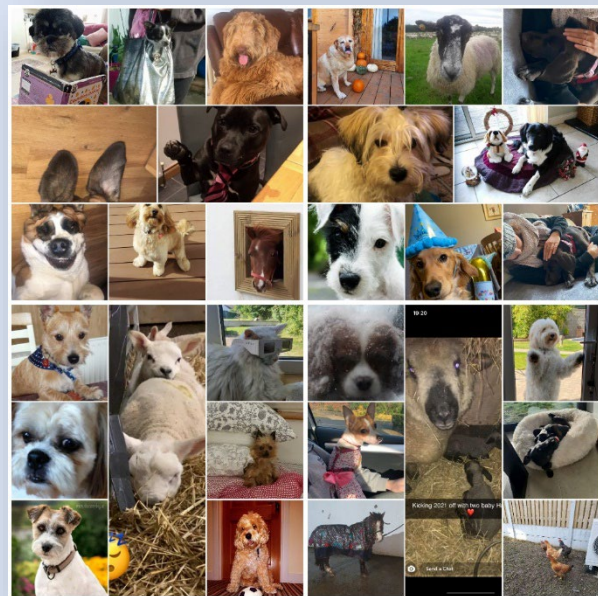
The Health and Wellbeing Committee was set up to support staff morale, wellbeing and resilience for all staff in KARE.

Some of our initiatives in 2021 were:

- MyLife Spring Step Challenge
- World Baking Day
- Grow it Forward
- Live Seminars on health and wellbeing
- GP Wellness Talk on Women’s Health and Menopause
- Pet of the Year Competition

### Pet of the Year Competition

The Health and Wellbeing Committee invited staff to send in their favourite photo of their pet. All photos were displayed on KARE’s Facebook page, and the most liked photo won the Pet of the Year competition! Ceaser pictured below was crowned the winner.





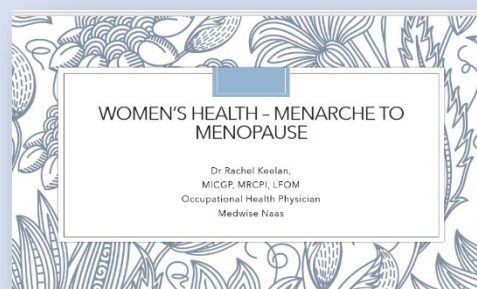
## Health and Wellbeing Seminars

In June and July Spectrum Life provided 6 seminars on the following health and wellbeing topics:

- Building Resilience
- Managing Stress and Making Changes
- Beating Burnout
- Optimising your work-life balance
- How to be happy
- Psychology of Healthy eating

## Talk on Women's Health and Menopause

In November we had a live talk on Women's Health and Menopause with Dr. Rachel Keelan from Medwise. Dr. Keelan has a long career in general practice with a special interest in women's health, migraine and mental health. Everyone found the talk very informative and practical and came away with tips for looking after your health and wellbeing.



## Employee Assistance Programme (EAP)

In September our new EAP - Health Assured presented to Heads of Unit and staff to give an overview of the services they provide.



- **Life support:** Access to counselling for emotional problems and a pathway to structured therapy sessions.
- **Legal information:** For issues that cause anxiety or distress including debt management, consumer, property or neighbour disputes.
- **Bereavement support:** Health Assured offers qualified and experienced counsellors who can help with grief plus legal advisors to help with related legal matters.
- **Medical information:** Qualified nurses are on hand to offer support on a range of medical or health-related issues offering practical information and advice.
- **Online CBT:** Health Assured have a range of CBT self-help modules, informative fact sheets on our online portal and app, and invaluable advice videos from leading qualified counsellors.

## Team Building Fun Day

Our Unit Training Day this year was replaced with a Team Building Fun Day. The theme of the day was 'Reconnecting', and it was an opportunity to spend time together as a team in a way that provided each team member to participate in and enjoy. This was also linked to one of KARE's staff values:

***'We foster empathy, kindness and appreciation for each other'***

### Feedback from some of the Teams

#### **Adult & Children Supports Services Administration Team**

"Following on from our Team Building Fun Day yesterday, please note that a great day out was had by all - everyone found the time both fun and relaxing and I just wanted to relay our thanks to all concerned for affording us the time and the funds to support the Team Building Day. It was really appreciated by all!"



#### **Athy Local Service**

After a quick change of plans due to unforeseen circumstances the Athy Local Service Team had "a trip down the Barrow on the Barge and returned then for Lunch which was lovely. We did have a lovely sunny day and we took the time to connect with each other and enjoy the time out. I guess what we did learn was that Plans change and it was totally out of our control."

### Academy Street Local Service

The Team from Academy Street chose Go-Karting, and first place went to Paula Marah, second to Pamela Martin and third to Donna Martin although judging from the photos everyone was a winner! From the team “everyone had a great time even though it was out of our comfort zone for most people”

### Newbridge Local Service

After a lovely walk on the ‘Blue Way’ Newbridge Local Service had their very own Electric Picnic, and according to the team “we had an amazing day/evening and night for our fun day”!

### Adult & Children Supports Managers

“The Adult and Children Supports Management team had their team day on the 3rd of September, we completed a Murder Mystery Tour around Naas. We enjoyed the sunshine, the company and solved the mystery”

### CE Wicklow

The CE team in Wicklow includes gardeners, caretakers and grounds men who work to maintain the gardens and grounds of the Lalor Centre and also in 'An Tearmann Gardens' as well as our clerical support. “We all thoroughly enjoyed having a lovely leisurely lunch together in the beautiful grounds of An Tearmann gardens beside the Lalor Centre. We were particularly blessed with the weather and the sun came out and shone down on us all that afternoon to make it even more enjoyable! We all enjoyed a relaxing afternoon chatting and sharing a few laughs! The team bonded very well with and feedback suggests that the team felt appreciated for their hard work!

### Naas Local Service

“The Naas Local Service Team had a great time at the adventure rooms, it was exactly what the team needed!”



### Outreach

"We had a great day and were blessed with the weather! We booked an army instructor who put us through a series of physical and mental challenges. We also had lunch on the Curragh after the challenges. The winning team won the Pride of Outreach cup which is now on display in our office and there's already talk of next year's battle for the cup!



### Clinical Supports Team Building Day

On a warm October morning the Clinical Supports Team along with the Young Adult Team and Sports and Recreation gathered in Donadea Forest for the first event of our team building day. The Sports and Recreation guys put together a very fun treasure hunt around the forest and very kindly provided a hamper for the winning team. Each team was mixed across departments, so we were able to 'connect and reconnect' with our colleagues old and new.

We then returned to Kilcullen and had a nice lunch where we could share our experience of the treasure hunt. Finally, we went to Kilcullen community hall to engage in a drumming circle with David Day from JambaJamba Dembe drums. We had so much fun and by the end of the day we were a fully functioning West African Drum Band. Thank you to KARE for supporting us to 'reconnect' with each other in our team.



### Tully Road Local Service Team Building Day

"We really enjoyed the day. We went on the Digby Lock barge trip in Sallins for the day and went for dinner afterwards in Kildare town. It was so lovely to get together and enjoy time with one another outside of the work environment - it really showed a different side to everybody, and we learned new things about each other which was really surprising as we spend so much time together in work! It has been a really long year and a half on everybody and a nice day relaxing and laughing was definitely needed and appreciated so we want to thank KARE for the opportunity".

### Tinahely Local Service

"We had a brilliant day everyone really enjoyed it. It was great to have the space for fun and laughter as a team. Tinahely LS teams building day was so much fun. We picked the perfect venue, and everyone got on so well".

### Early Years

The Early Years Department had a great Team building day when they completed the Abbeyleix Board Bog Walk.



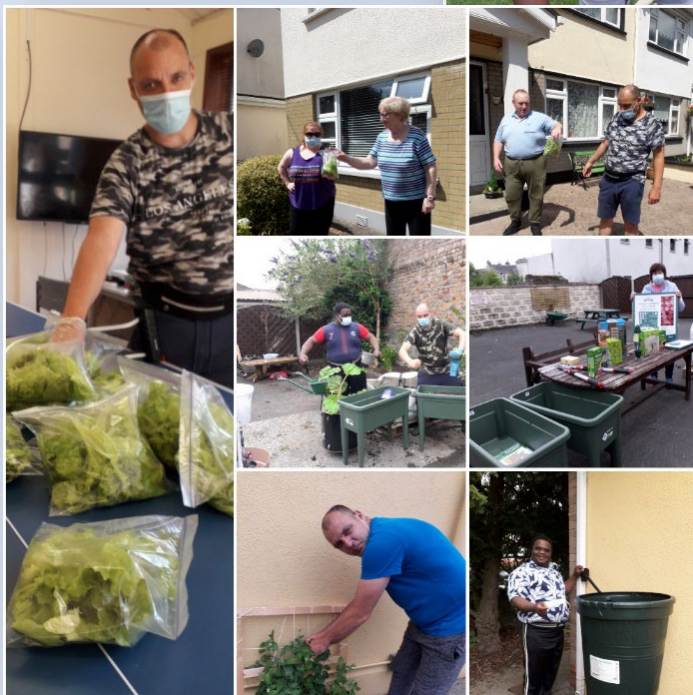
# HIGHLIGHTS OF 2021

## Athy

In 2021 we applied for the Community grant from Kildare County Council as we needed something positive to focus on in Athy Local Service during all of the restrictions. We were so grateful when we got the news that we were awarded a grant of €1370 for our garden.

Our plan was to upcycle unused/broken pallets and other items from a local business, (making raised beds and planters), plant an array of vegetables to provide our centre with homegrown produce to promote healthy eating. We also wanted to help out the local biodiversity and be kinder to the environment with the rewilding part of our garden and installing water butts on our gutter systems and sewing bee/insect friendly flowers.

The gang from Athy really enjoyed the whole process and found it very therapeutic during



the tough times of Covid when there was very little else to do. They were even able to link in with the community and offer bags of their home-grown lettuce to the neighbours and family and friends with the huge surplus they harvested.

## Baltinglass

### Autumn Equinox Walk

In September of 2021, Baltinglass Local Service along with Baltinglass Garda Siochana hosted an Equinox Walk. This walk was in Thanksgiving for all we have and Hope for the future ahead. We had a Wishing Tree situated in the grounds of The Lalor Centre and people could donate money for a Yellow Ribbon (the colour of hope) and tie it onto the tree.

The Equinox Walk was from the Lalor Centre and up to The Lords Wood in Baltinglass. People had the option of walking through this beautiful wood and admiring the scenery and listening to the sound of the birds. We had great community involvement, families, groups and families all enjoyed our walk and all monies raised were for the benefit of the Lalor Centre.



*Photos attached by the kind permission of Joe Byrne, Photographer*

### Orchards in the Community

In November of last year, we were approached to see if we would be interested in participating in the DCs for Bees Orchards in the Community Project by Brid Saruwatari on behalf of the National Biodiversity Data Centre. This group partnered with the All-Ireland Pollinator plan and the aim of this project is to save as many endangered bees in Ireland and creating a long term eco-culture which will nourish our pollinators.

We were gifted 5 beautiful fruit trees – Plum tree, Conference Pear, Discovery Eating Apple, Katy Eating Apple and a Boskoop Apple tree.



There was great excitement in the centre when the trees arrived. The trees were planted to the side of the Lalor Centre and we are looking forward to having lots of fresh fruit from Spring onwards.

We were awarded our Certificate of Participation in December which we have proudly displayed in the main hall of the centre.



## Equestrian

Amy Glynn at Baltinglass Equestrian Centre getting ready to head into the arena to practice for the upcoming Special Olympics Competition. Amy told us she's always wanted to compete at an Equestrian Event but hasn't been able up to now due to the absence of a hoist at the relevant Special Olympics Competition venues. Amy comes to us every week and really looks forward to it as she adores Tommy and feels safe with all the staff supporting her during the sessions. We'd like to take this opportunity to wish Amy the very best of luck on the day!



## Kilcullen

Kilcullen Local Service had a Halloween scary party which both staff and service users dressed up. Money collected was donated to Heart Children Ireland charity. We raised €150 which was donated.





Also, in October, Ciaràn Coreless arranged a crazy hair day in Local Service for Blood Bikes Ireland with both staff and service users had crazy hairs.

The event raised an impressive €200 and this money was donated to Blood Bikes Ireland. Pictures below are Ciaràn giving a Blood Bike representative the donation.



## Newbridge Local Service

### *Grow It Forward*

In 2021 a group of the service users in Newbridge Local Service became involved with the *Grow it Forward* Campaign.

The *Grow It Forward* campaign is a collaborative programme between the Irish Public Library Service and the Grow It Yourself organisation that supports people to live healthier and more sustainable lives by growing some of their own food.

We signed up and our seed packs were delivered in April. *Grow it Forward* emailed tips throughout the Summer telling us how to mind the seeds and we watered them and thinned them out and re-potted them before eventually they were fully grown and ready to pick and eat.

We successfully grew mixed salad leaves, beetroot, peas and carrots. Service users involved were Peadar McCormack, Hannah Culleton and Catherine O'Toole.





## Tully Road

We have been very busy here in Tully Road and in the community. The guys helped plant and maintain a big flower bed in Teach Dara community center. We have some lovely spring flowers popping up and the guys weed and maintain the bed weekly. Staff in Teach Dara have commented on how lovely the bed is coming along and is being enjoyed by all the kids and adults in the community



Pat Doyle became a member of Kildare Tidy Towns and helps maintain the grounds of Tully Road and surrounding roadside. Pat got a lovely write up on the Kildare Tidy Towns Facebook page saying he was an inspiration to the local people.

We have also been very busy making seasonal decorations for our new building everyone has done fantastic work.

## Visit to Japanese Gardens & National Stud

Orla Hennelly, the human resource manager and David Wardell, manager representing the Japanese's Gardens\National Stud kindly invited several KARE service users to tour and visit the stud farm and gardens 24<sup>th</sup> June 2021. The tour was excellently facilitated by Irish National Stud Tourism Development Manager David Wardell and Gavin Morris who works at the stud and is also a service user from Tully Road local service. Their personal approach to accommodate and interact with all of us was both an educational and enjoyable experience in the beautiful surroundings.

We were treated to a much-enjoyed lunch in the visitor's centre, where we met several staff including Cathal Beale, CEO who took the time to meet with us, to chat and answer queries from the service users and staff, all had a lovely time in a pleasant social setting.

We have established and maintained a very positive inclusive relationship with the National stud for several years

Some service user comments:

**Ruth** *"really enjoyed feeding the horses, the tour and the scrumptious lunch"*

**Joe** *"had a great day out big thanks to everyone who made the day so interesting and friendly"*

**Hannah** *"love the horses and enjoyed all of it"*

**Margaret** *"I love the flowers, the smells and the colours, really, really enjoyed the day out"*

**Ber:** *"A lovely time in such great company in such a welcoming and positive environment and beautiful surroundings"*





## Eoin O'Malley – The Artist

Eoin O'Malley has been developing his art practice since 2008 working with facilitator Orla Callaghan. From solo exhibitions to being awarded Arts Council funding through Arts Disability Ireland on several occasions, Eoin has seen many successes and rewards for all his dedicated work so far.

Throughout the lock downs, Eoin managed to keep working remotely and just as he was able to return to work in person with Orla, he received an email out of the blue from the National Library of Ireland. This email brought news of Eoin's highest recognition so far. The library wanted to commission Eoin to create an image that they would use as their Christmas card and then would be kept in their private collection.

The library staff had searched for an artist online and after making a short-list of six artists Eoin was

chosen for his wonderful use of colour and energetic painting style. As inspiration Eoin chose two

aspects of the library building that interested him and working to a very tight deadline, he created two paintings: 'The Reading Room' inspired by the colours, shapes and lighting of the library's reading room and 'Sphinx Mosaic' based on part of the mosaicked floor in the library hall. 'The Reading Room' was chosen for the commission and in mid-November Eoin travelled up to Dublin to present his painting which got a tremendous reception from the library staff.

Photographs taken on the day appeared in the national press with the Irish Times using Eoin as

one of their images of the day. The library commission has gone a long way to further Eoin's ambition to be known as an artist and to be as he puts it 'out there'.

You can see all of Eoin's work on his website [cargocollective.com/ Eoin O'Malley](http://cargocollective.com/Eoin%20O'Malley) and support him by following him on Instagram @eoinomalleyartist and on Facebook at [www.facebook?eoin.omalley.395](https://www.facebook.com/eoin.omalley.395).

Eoin has a couple of videos about how he works on YouTube as well and you can see him there by searching for Eoin O'Malley artist. Eoin would like to take this opportunity to thank all the staff in KARE and his family and friends, especially his mother Marianne who has worked tirelessly to support his artistic career.



## Naas



The Naas crew were busy in an outdoor capacity this last year, with Covid- 19 impacting all residents for the 2<sup>nd</sup> year in a row, but all took on new challenges and enjoyed each new challenge. Sheila, Clíodhna, Geraldine and Stephen took part in a few 5 k walks, Operation Transformation & another Naas town event.



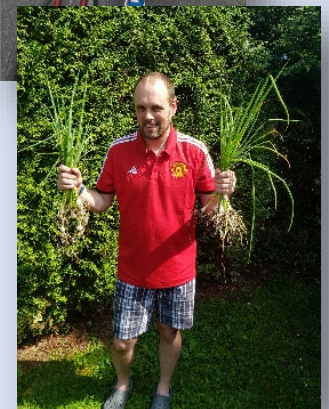
Sheila continued her cycling on most days throughout the year, and continues to really enjoy same, and at this stage she is close to giving Sam Bennett some stiff competition.



Stephen entered a few of the Special Olympics virtual events and overall did very well, placing 1<sup>st</sup> place in the tennis ball throwing competition and 3<sup>rd</sup> place in the golf competition.



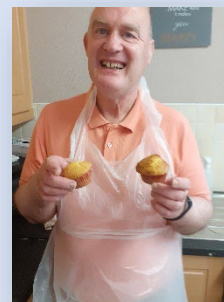
Stephen gained some green fingers at home in 2021, and successfully grew a green house full of wonderful vegetables & herbs here for all of us to enjoy. We all certainly hope he continues to provide us with these delights going forward.



Paul returned to his martial class after a very long break due to Covid 19, and is currently working towards getting his green belt this year.



**Anthony Byrne** - During 2021 I secured a bursary from KARE which I used to complete an on line cookery course over 10 weeks with Eileen's Kitchen. I found the course very easy to follow on my tablet. It showed pictures of all the ingredients and step by step preparation and cooking & baking to make really tasty and healthy dishes for my housemates and staff to enjoy. I learned a lot from the course and cook/bake some of the recipes regularly. The best thing that happened to me in 2021 was I got to meet my singing idol Celine Byrne and had coffee with her and her daughter.



**Ann Nolan** - During 2021 I competed in Special Olympics Virtual Competitions I came 2nd in Bocce and won Silver. I joined Naas Special Olympics Bowling. I hope to be on the Ireland Team in the next Special Olympics World Games. I also completed a charity 5k walk for Women's Health Awareness' BIG PINK RUN

**Breda Cross** - During 2021 I kept myself busy being part of working groups within KARE and other similar organisations. I worked on a new research project END OF LIFE linked with the IRN organisation. I also spoke on behalf of KARE at an evening hosted by the WALK organisation to inform the group how KARE's Voice for KARE works for our service users. I got a round of applause and a lot of people came to me afterwards to say I was very informative and congratulated me on my public speaking. I completed a Literacy QQI Module via Zoom and did very well. I competed in Special Olympics Virtual Competitions 25m walk, Bocce and Basketball. I came first in 25m Walk winning Gold.

**Joe Ryan** - During 2021 I became very good at video calling on WhatsApp and kept in touch with my family and friends from the Men's Shed. I did a short video for KARE about my experience on getting the Covid vaccine. I was the first service user in KARE to receive the vaccine. I continued to be a member of Past Times Choir in McAuley Place Naas, I enjoy meeting and chatting with people my own age at the Choir.



## Tinahely

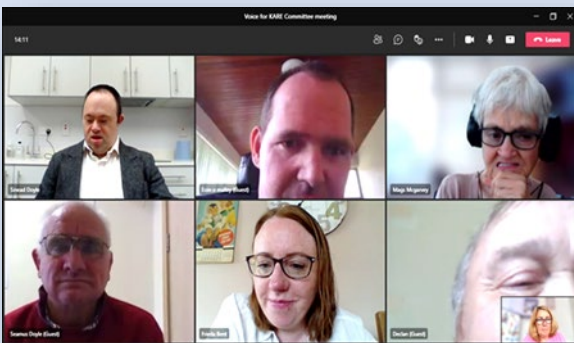
Mark O'Keefe from Tinahely Local Service completed his Gold Gaisce Award in 2021. Mark is yet to receive his Gold medal from President Michael D Higgins, as due to Covid-19 restrictions the ceremony hasn't taken place yet.

Mark completed the final part of his gold Gaisce last July doing an online residential project. Due to Covid this had to take place online. The theme for the project was 'Global Citizenship'. Mark completed his 4-day adventure journey in 2019.

Mark also took on cooking for his personal skill, walking for his physical recreation and litter picking in Tinahely for his community involvement. Mark also completed a portfolio and a visual cookbook.



## Voice for KARE



In 2021 the Voice for KARE committee continued to meet remotely through Microsoft Teams each month. They were involved in reviewing and updating many policies with great discussions and debates occurring, helping keep KARE on its toes with the voice of people supported to the forefront of decision making. Lots of conversations occurred throughout the year about COVID restrictions and easing of those restrictions. 11 meetings occurred in 2021. Great excitement came even thinking about meeting in person in 2022.

Deirdre Murphy presented the finished Strategic plan to the group in March 2021 and asked for involvement in the 15 projects to roll out the plan. The group helped the development of the easy ready copy of the Strategic plan.

The group met the new Assistive Technology officer, Sandy who introduced his role and how he could support people across KARE.

The Voice for KARE committee with the support of Frieda from the Lifelong Learning team led out on the reintroduction of the voice for KARE Reps meetings occurring. These occurred on Microsoft teams also and had representation from across almost every local service in KARE. The first one occurred on the 24<sup>th</sup> of March 2021, with 9 meetings occurring over the year.

These proved to be a good opportunity for sharing information about organisation activities, gathering local news from each location, catching up with people when there was no opportunity to meet in person and sharing easy read policies and guidelines. This forum also facilitated discussion about the COVID 19 vaccination programme being offered to people and what this meant for them.

It also allowed people to build up knowledge on KAREs new LEAP platform and how they could access it. We had presentations from members of the LEAP group during the year.

Towards the end of 2021 members of the Voice for KARE group presented the findings of the *Find a better way project* to the SPG group. The project remaining actions were formally handed over to the Strategic plan project related to 'Communications'.

One of the committee members David Leigh joined the 'Disability participation and consultation network'. He provided us with updates throughout the year and shared some videos the group has made at the end of the year.

He is a member of the steering Committee, which is being led by Inclusion Ireland, looking at the Irish Governments progress report on how Ireland is making changes to improve the rights of people with disabilities.

There are some plans for 2022 to review the Terms of Reference of each group and develop a checklist for approving easy read policies and guidelines.

## Early Years

The Early Years Group were delighted to take part in Up the Hill for Jack and Jill 22/10/2021.





### In other news.....



As it was Karuna Whelan's 25<sup>th</sup> Birthday in November, Karuna and her family decided to raise some much-needed funds for The Laura Lynn Foundation. Karuna with the support of her mother Martina walked 25 kms, during the month of November, raising €450, for The Laura Lynn Foundation.

### Rosie Doyle' s good news story

Rosie is back on reception after a year and half off due to Covid -19. Rosie covers Mary's tea breaks and lunch. Rosie is enjoying her role again.



### Changing Places

Ailis Healy and Ashleen Flynn, members of @ChangingPlaces Working Group joined Jim Meade, CEO, Iarnród Éireann at Connolly Station to open a new Changing Places facility. Designed to enhance comfort & dignity of people who may need extra support while travelling #changingplaces



[Changing Places Ireland \(@ChangingPlacesI\) / Twitter](#)



## Keys to my life



Congratulations to Teresa Reilly who was supported by Outreach to move into her own home. Teresa receiving her key from staff member Leonie. Wishing Teresa lots of happiness in her new home.



*"Hello, my name is Christine Simpson and last July my Fiancé, Michael, and myself moved into our brand new home, a 2 bedroomed house in Baltinglass.*

*At first I felt a bit anxious in new surroundings but with support and time I got used to it and now I love it!*

*I'm looking forward to the future and especially 24<sup>th</sup> August 2023 when we are getting married!"*

## OUTREACH

With the easing of restrictions, The Outreach Department were able to use the lottery grant received to support individuals to go on self-directed breaks. People have been using this as an opportunity to book local self-catering breaks to trial what it might be like to move out and see who they might like to share with.

Jaydan Garland and Adam Prendergast went on an overnight hiking trip together to Wicklow.

### **Jaydan Garland and Adam Prendergast on an overnight hiking trip together to Wicklow.**

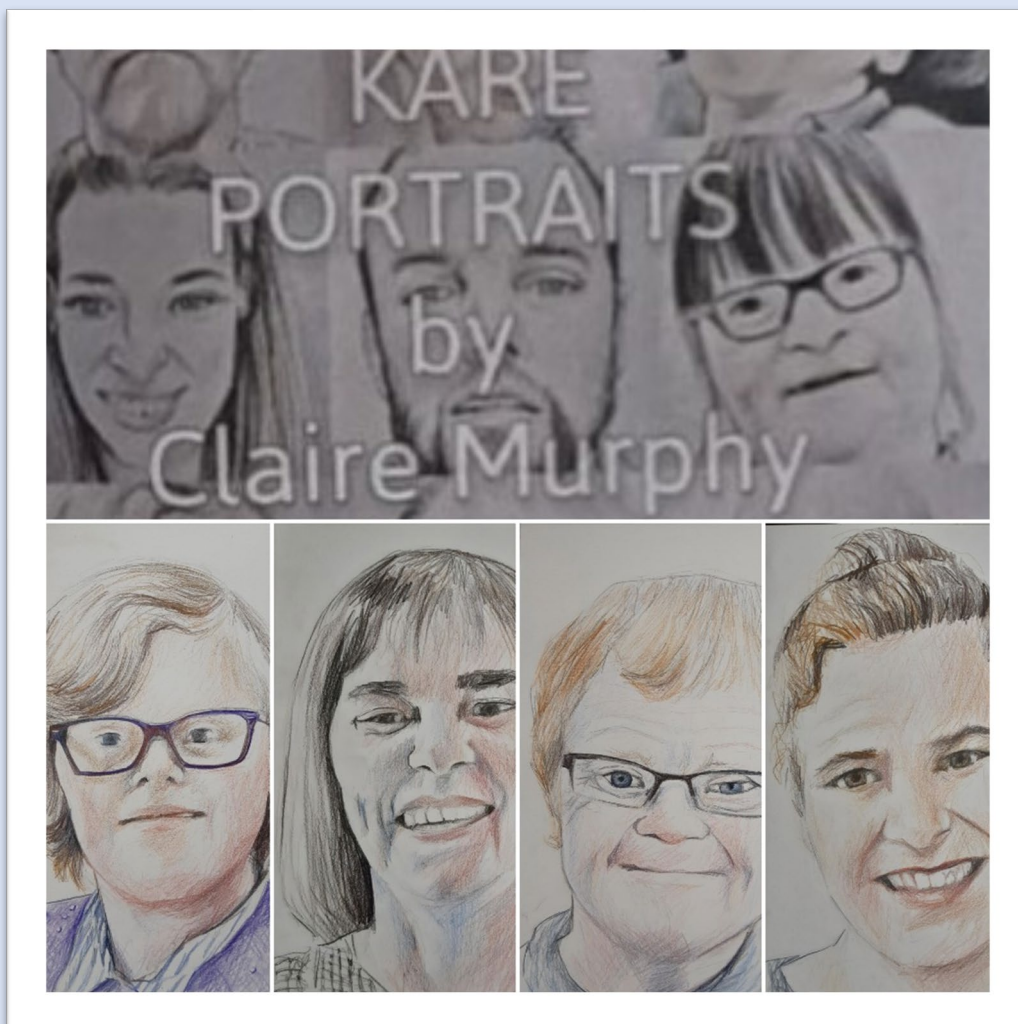


## KARE Portraits by Claire Murphy

Kildare Arts Service provided a grant to KARE to host the Portrait Project. Claire Murphy Artist facilitated this project in collaboration with KARE. KARE acted as an intermediary link between Claire and service users, by supporting service users with the opportunity to participate. Between May and June 2021 the artist Claire met via video with 30 individuals who are supported by KARE. During the video calls, Claire chatted with participants and drew their portraits. The process was an enriching experience for both the artist and the participants. During the online sessions, the participants spoke to the artist about their lives and their experiences through lockdown, they sang and laughed together, discussed music, hobbies, family, friends, relationships, pets all the while enjoying watching their portraits being drawn. The initiative was supported by Kildare County Council arts fund.

The Portrait Project proved to be a very positive and successful project with the work on display in the River Bank Arts Centre. Well done and congratulations to all who supported and took part in this lovely project.

We would like to acknowledge that David Cully Service User of Naas Local Service participated in the Portrait Project but sadly David has since passed away. May he rest in peace.





# KARE FEEDBACK

**Complaints**  
 113 complaints were received in 2021 – 102 of which were closed off satisfactorily by the end of the year. 4 of which were not able to be resolved to the complainant satisfaction. 18 of these were formal complaints with 7 remaining open at the end of the year. The remaining complaints were closed at point of contact.

**Compliments**  
 82 compliments received in 2021 with almost all coming from families and members of the public.

**FAMILY SURVEY**

**85%**

Overall 85% satisfaction with the supports people receive in KARE.

**94%**  
 Giving you information and asking your views

**95%**  
 Treating you with dignity & respect

**94%**  
 Supported to do the things you want

**96%**  
 Supporting you with your goals & plans

**96%**  
 Supported to be independent

**96%**  
 Supported to learn new things

**88%**  
 Supported to get and keep a job

**93%**  
 Supported to make and keep friends

**92%**  
 Supported to live where you want

**95%**  
 to be part of the community

**94%**  
 helping you feel comfortable in the service

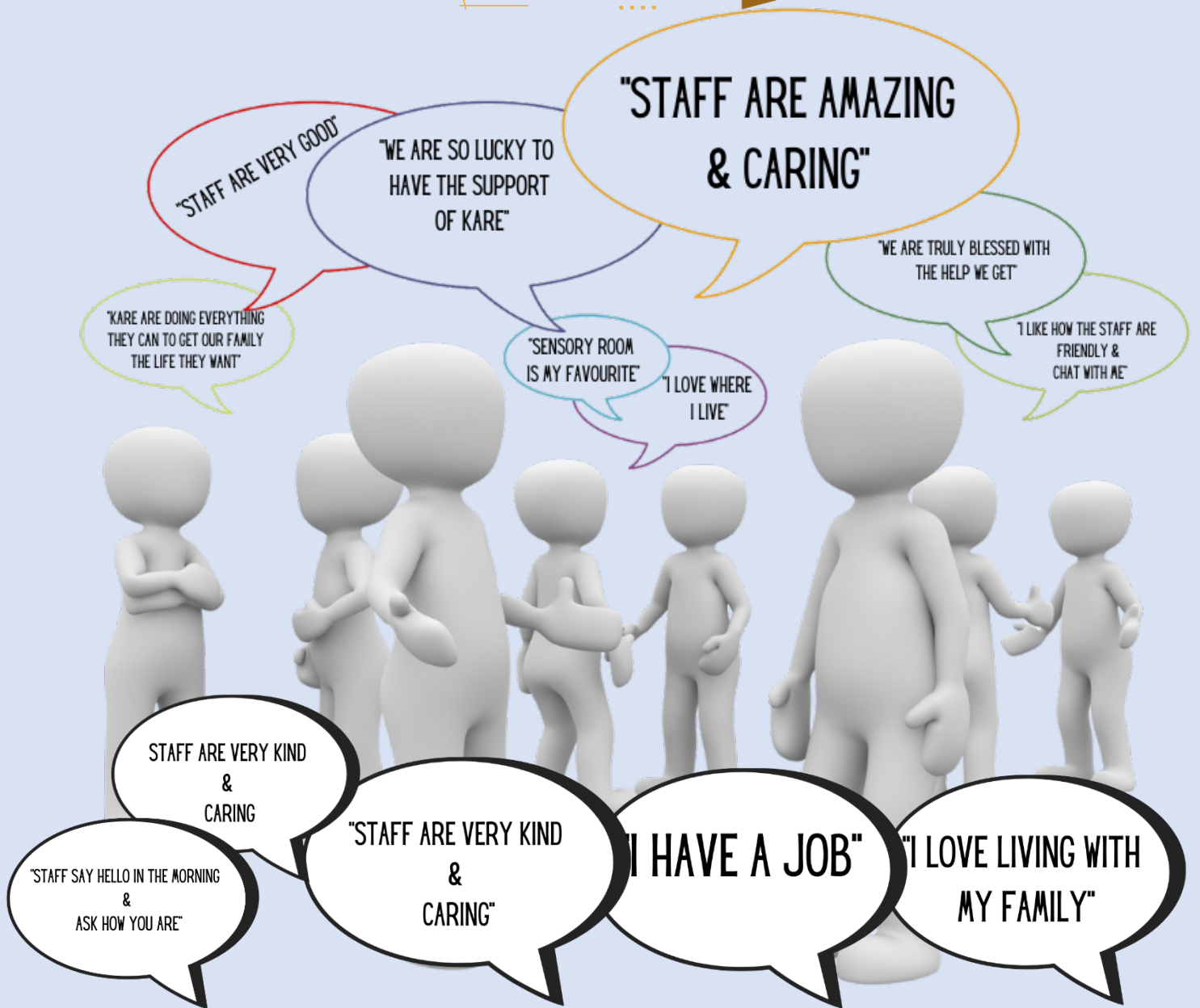
**96%**  
 KARE is a welcoming place

**97%**  
 KARE is a nice place to be

**99%**  
 KARE is a safe place



## POSITIVE COMMENTS



**OVERALL 92% SATISFACTION  
WITH THE SUPPORTS  
PEOPLE RECEIVE IN KARE.**

## Financial review

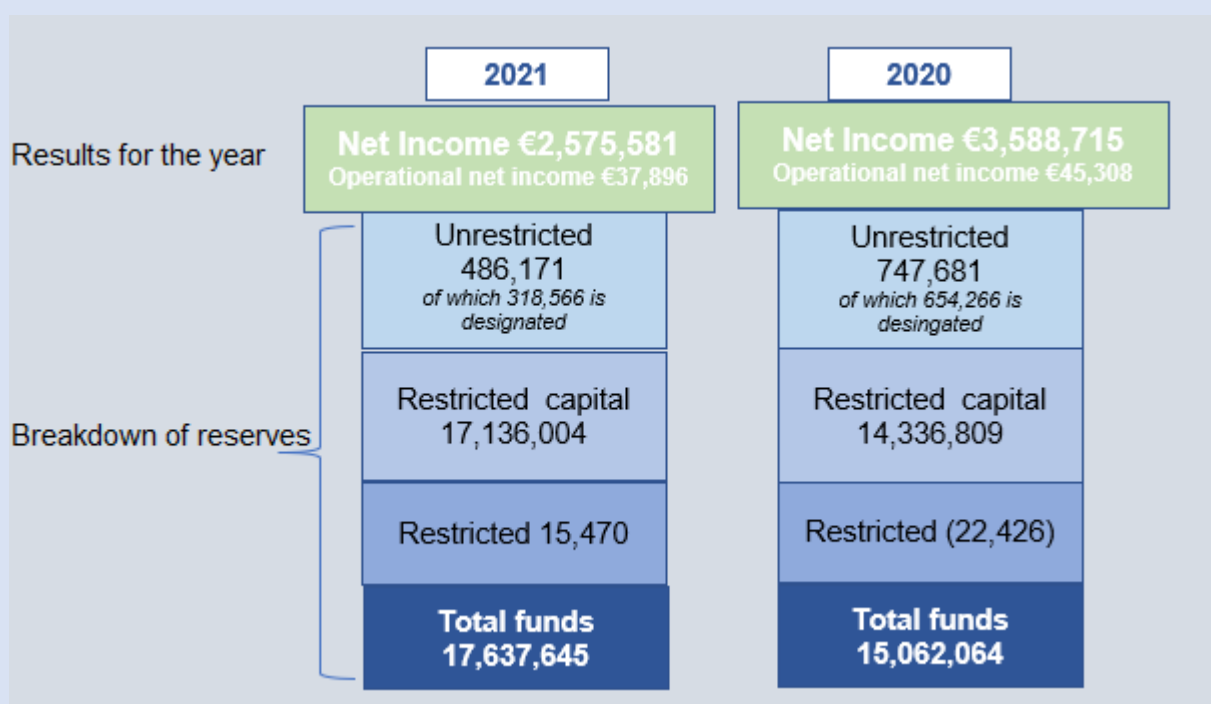
The Statement of Financial Activities and Statement of Financial Position are set out on pages 65-66.

### Results and Financial Position

Net Income of €2,575,581 (2020: Net Income €3,588,715) was recorded for the year. Net income for the year predominately relates to capital funding received in the year for several properties. The operational result for the year amounted to net income of €37,896 (2020: €45,308)

The funds held as reserves at the year-end were €17,637,645 (2020: €15,062,064), of which, €17,151,474 (2020: €14,314,383) are held for restricted purposes. Of those restricted funds €17,136,004 (2020: €14,336,809) relate to Capital Funds.

Unrestricted reserves of €493,171 (2020: €747,681), include designated funds amounting to €318,566 (2020: €654,266).



### Funds

**Unrestricted funds** are available for use at the discretion of the Directors in furtherance of the general objectives of the organisation and which have not been designated for other purposes.

**Designated Funds** are that portion of unrestricted funds which have been earmarked by the Directors for specific purposes.

**Restricted funds** are funds which are to be used in accordance with specific restrictions imposed by donors or which have been raised for particular purposes.

**Capital funds** relate to restricted capital grants received. The fund is reduced each year by the depreciation charged on assets purchased through the fund.

## Income

Overall income has increased during the year to €32,319,541 (2020 €31,105,975). In the main, the increase in funding is attributed to additional income provided through our Service Arrangement with the HSE for the delivery and continued expansion of our services. In addition, KARE received Capital funding from the HSE and from County Council's under the Capital Assistance Scheme.

Throughout 2021, continued focus was directed to secure grant funding. In 2021, KARE applied for 27 (2020: 20) grant opportunities with a success rate of 45% (2020 50%). The HSE continue to be the largest provider of funding to KARE. Other significant grants applied for which KARE were successful in securing are as follows:

- POBAL – Dormant Accounts Fund €188,153 to Support the Employment of People with Disabilities.
- Strengthening Disability Fund €100,000 – Respite Share a Break
- Kildare County Council – Capital Assistance Scheme to purchase and refurbish properties in order to house the people in our services.

Further details on our income can be found in the notes to the Financial Statements.

## Expenditure

Overall expenditure has increased during the year to €29,743,960 (2019 €27,517,260). The increase in expenditure primarily relates to the increase in both scale and volume of services being delivered. Due to the nature of our services and supports, staff costs continue to be the largest cost in KARE and in 2021 amount to €25,443,863 (2020 €23,733,691). Details on staff costs are set out in note 11 to the Financial Statements.

KARE continued to increase the scale and volume of services delivered which required further improvements and expansion to its Property portfolio and Fleet solutions throughout 2021. Expenditure of €2,619,963 was recorded in the year (2020: 2,379,975).

## Fundraising Activities

Income from fundraising activities during the year amounted to €42,641 (2020 €79,033). Fundraising activities and events were significantly reduced as a result of the Covid-19 pandemic.

Funds are raised by various branches of KARE or through fundraising events organised by members of the public. All funds collected from the public are raised in the name of KARE and are lodged to a separate fundraising bank account. The Board must approve how these funds are expended and all funds are used at the discretion of the Board. As the majority of KARE's income is derived from Grant Funding and Service Arrangements, the amounts fundraised allow KARE to have a modest independent source of funds which are mainly used to support capital developments.

Fundraising is a key priority of the Strategic Plan 2021-2025. A project team are working through the key objectives of the project which predominantly relate to the development and implementation of a Fundraising Strategy. During 2020, the Board appointed a Fundraising Consultant to undertake a review of fundraising and to assist the organisation in developing a Fundraising Strategy to reinvigorate fundraising in KARE which should help provide the organisation with much needed funds. This Strategy is currently being reviewed by an the project team, appointed to develop and implement the Fundraising Strategy. The project team's final proposal and final Strategy will be issued to the Board during 2022. The cost of raising funds in 2021 was €Nil (2020 €19,390).

## Investment Policy

The objective of the investment policy is to maintain sufficient liquidity while ensuring maximum security, meeting ethical standards commensurate with achieving the highest possible returns. Interest earned is applied in furtherance of the charitable objectives.



## Financial Review – Going Concern

After making appropriate enquiries, the Board have a reasonable expectation that KARE has adequate resources to continue in operational existence for the foreseeable future. KARE is reliant on continued HSE funding to carry out its charitable activities. The Board is confident this funding will continue for the foreseeable future. For this reason, they continue to adopt the going concern basis in preparing the financial statements.

## Financial Risk Management

KARE's financial risk management objectives and policies involve identifying risks and opportunities, assessing the potential impact of these risks and providing a method for addressing these impacts by either eradicating or reducing threats to an acceptable level or capitalising on achieving opportunities. The risk review process consists of activities to identify, categorise, describe, and assess risks. The outcome is a comprehensive Risk Register which sets out the key risks which are clearly mapped to objectives and prioritised according to risk assessment criteria. The Risk Register is reviewed, challenged, discussed and agreed by the Board. Further details on Key Risks within KARE are set out in the Risk Management section of this Report.

## Reserves Policy

The policy is that cash backed unrestricted funds and undesignated funds, not required in the immediate future, are primarily used to provide a cushion for short-term working capital requirements.

As a Section 38 Agency, KARE is predominately reliant on funding from the HSE to ensure continued delivery of its services. The HSE does not permit the organisation to hold cash reserves generated from the funding they furnish. KARE liaises regularly with the HSE on the expenditure related to HSE funded activities to ensure this is achieved. The HSE has not given any indication that it will withdraw its financial support in the foreseeable future. The Board therefore are of the opinion that, given the nature of our funding arrangements, it is appropriate to rely on the HSE to fund the services we deliver.

At the year end, KARE holds free reserves of €167,605 (2020: €93,416). Free reserves represent the undesignated and unrestricted reserves held at the year-end.

The Board are cognisant that KARE currently has low free reserves, however, should the need arise the Board could review the status of unrestricted funds designated for long term projects or overtime dispose of unencumbered freehold fixed assets, thereby, freeing up cash for free reserves.

## Accounting Records

The measures taken by the Board to ensure compliance with the requirements of Sections 281 to 285 of the Companies Act 2014 with regard to the keeping of accounting records include the implementation of policies and procedures for recording transactions, the employment of competent accounting personnel with appropriate expertise and the provision of adequate resources to the financial function. KARE's books of account are kept at Newbridge Industrial Estate, Newbridge, Co. Kildare.

## Auditors

The auditors, JPA Brenson Lawlor Chartered Accountants and Statutory Audit firm, continued in office this year in accordance with the Companies Act 2014, Section 3 83(2).

# Future Plans

## Future developments

KARE continues to work closely with the HSE as main funders in the development of services for people with disabilities. The opening of the children's respite service in Kildare, the continued development of alternative respite (Share-a-Break) and the opening of a new Local Service in Prosperous planned for 2022 are good examples of KARE's ability to respond to increased demand for services.

The strategic plan clearly sets out the agreed objectives for the organisation across many areas, with a clear framework for implementation and monitoring in place. Key areas such as community engagement, supported employment, housing options, fundraising, communication and family engagement are all included in the plan which provides the direction for KARE over the coming years.

## Subsequent events

There are no significant events affecting KARE post year end that require adjustment or disclosure in the financial statements at 31 December 2021.

# Statement of Directors' responsibilities

## Directors' compliance statement

The Board acknowledge that they have a responsibility to ensure that the organisation is fully compliant with their obligations under the Companies Act 2014. To this end, the Finance Audit Committee review the internal controls in place on an annual basis.

They confirm that:

- Adequate controls are in place in order to meet the obligations of KARE.
- Appropriate arrangements and structures are in place that are, in their opinion, designed to secure material compliance with KARE's relevant obligations.

## Statement on relevant audit information

In the case of each of the persons who are Directors at the time this report is approved in accordance with Section 332 of Companies Act 2014:

- so far as each Director is aware, there is no relevant audit information of which the statutory auditors are unaware, and
- each Director has taken all the steps that he or she ought to have taken as a Director in order to make himself or herself aware of any relevant audit information and to establish that the statutory auditors are aware of that information.

## Statement of Internal Control

The Directors acknowledge their responsibilities under Section 1.9 of the Code of Practice for the Governance of State Bodies – Business and Financial Reporting Requirements, regarding maintaining appropriate procedures for financial control, travel, procurement and asset disposal.

The Directors acknowledge that the Board is responsible for the system of internal financial control but note that such a system can only provide reasonable, but not absolute assurance against material error. The internal financial control system includes, but is not limited to:

- Operation of a Finance Audit Committee which reports to the Board;
- Annual budget is prepared and approved by the Finance Audit Committee and the Board. Regular reviews of actual results against the budget occur;
- Maintaining clear hierarchy of approval and authorisation;
- Maintaining segregation of duties between operational functions, processing and payments;
- Complies with the Public Pay Policies as relevant to KARE;
- Board approval sought for any material items outside of the annual budget, for example capital projects; and
- Engagement of an external independent organisation to carry out internal audits and report their findings to the Board. The Board reviews the results of these internal audits and works with the CEO and the Senior Management Team to implement improvements where necessary.

The Board confirm that they are satisfied with the effectiveness of the system of internal financial control.



**Directors' Responsibilities Statement**

The Directors are responsible for preparing the Directors' Report and the financial statements in accordance with FRS 102, the financial reporting framework applicable in the Republic of Ireland, and the provisions of the Companies Act 2014.

Company law requires the Directors to prepare financial statements for each financial year. Under company law the Directors must not approve the financial statements unless they are satisfied that they give a true and fair view of the state of affairs of KARE and of the incoming resources and application of resources, including the income and expenditure, of KARE for that period. In preparing these financial statements, the Directors are required to:

- Select suitable accounting policies and then apply them consistently;
- Observe the methods and principles in the Charities SORP;
- Make judgements and accounting estimates that are reasonable and prudent;
- State whether FRS 102 has been followed, subject to any material departures disclosed and explained in the financial statements;
- Prepare the financial statements on the going concern basis unless it is inappropriate to presume that KARE will continue in operation;
- Maintain the integrity of the corporate and financial information included on the website.

The Directors are responsible for keeping adequate accounting records that are sufficient to show and explain the company's transactions and disclose with reasonable accuracy at any time the financial position of KARE and enable them to ensure that the financial statements comply with the Companies Act 2014. They are also responsible for safeguarding the assets of KARE and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

This report was approved by the Directors on 24<sup>th</sup> May 2022 and signed on their behalf by:



**Ms. Emily Blennerhassett**  
Director



**Mr Matthew Behan**  
Director

## Independent Auditors Report



### Opinion

We have audited the financial statements of KARE, Promoting Inclusion for People with Intellectual Disabilities for the year ended 31 December 2021 which comprise the Statement of Financial Activities, Statement of Financial Position, the Statement of Cash Flows and the related notes. The relevant financial reporting framework that has been applied in their preparation is the Companies Act 2014 and FRS 102 The Financial Reporting Standard applicable in the UK and Republic of Ireland.

In our opinion the financial statements:

- give a true and fair view of the state of the company's affairs as at 31 December 2021 and of its surplus/(deficit) for the year then ended;
- have been properly prepared in accordance with FRS 102 The Financial Reporting Standard applicable in the UK and Republic of Ireland; and
- have been prepared in accordance with the requirements of the Companies Act 2014.

### Basis for opinion

We conducted our audit in accordance with International Standards on Auditing (Ireland) (ISAs (Ireland)) and applicable law. Our responsibilities under those standards are further described in the Auditor's responsibilities for the audit of the financial statements section of our report. We are independent of the company in accordance with the ethical requirements that are relevant to our audit of financial statements in Ireland, including the Ethical Standard issued by the Irish Auditing and Accounting Supervisory Authority (IAASA), and we have fulfilled our other ethical responsibilities in accordance with these requirements.

We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our opinion.

### Conclusions relating to going concern

In auditing the financial statements, we have concluded that the Directors' use of the going concern basis of accounting in the preparation of the financial statements is appropriate. Based on the work we have performed, we have not identified any material uncertainties relating to events or conditions that, individually or collectively, may cast significant doubt on the company's ability to continue as a going concern for a period of at least twelve months from the date when the financial statements are authorised for issue. Our responsibilities and the responsibilities of the directors with respect to going concern are described in the relevant sections of this report.

### Other information

The Directors are responsible for the other information. The other information comprises the information included in the annual report, other than the financial statements and our auditor's report thereon. Our opinion on the financial statements does not cover the other information and, except to the extent otherwise explicitly stated in our report, we do not express any form of assurance conclusion thereon.



In connection with our audit of the financial statements, our responsibility is to read the other information and, in doing so, consider whether the other information is materially inconsistent with the financial statements or our knowledge obtained in the audit or otherwise appears to be materially misstated. If we identify such material inconsistencies or apparent material misstatements, we are required to determine whether there is a material misstatement in the financial statements or a material misstatement of the other information. If, based on the work we have performed, we conclude that there is a material misstatement of this other information, we are required to report that fact. We have nothing to report in this regard.

**Opinions on other matters prescribed by the Companies Act 2014**

Based solely on the work undertaken in the course of the audit, we report that in our opinion:

- the information given in the Director's Report is consistent with the financial statements; and
- the Director's Report has been prepared in accordance with applicable legal requirements.

We have obtained all the information and explanations which we consider necessary for the purposes of our audit.

In our opinion the accounting records of the company were sufficient to permit the financial statements to be readily and properly audited, and the financial statements are in agreement with the accounting records.

**Matters on which we are required to report by exception**

Based on the knowledge and understanding of the company and its environment obtained in the course of the audit, we have not identified any material misstatements in the Directors' Report.

We have nothing to report in respect of our obligation under the Companies Act 2014 to report to you if, in our opinion, the disclosures of director's remuneration and transactions specified by Sections 305 to 312 of the Act are not made.

**Responsibilities of director for the financial statements**

As explained more fully in the Director's Responsibilities Statement, the Directors are responsible for the preparation of the financial statements and for being satisfied that they give a true and fair view, and for such internal control as the Directors determine is necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error.

In preparing the financial statements, the Directors are responsible for assessing the company's ability to continue as a going concern, disclosing, as applicable, matters related to going concern and using the going concern basis of accounting unless the directors either intend to liquidate the company or to cease operations, or have no realistic alternative but to do so.





**Auditor’s responsibilities for the audit of the financial Statements**

Our objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditor’s report that includes our opinion. Reasonable assurance is a high level of assurance, but is not a guarantee that an audit conducted in accordance with ISAs (Ireland) will always detect a material misstatement when it exists. Misstatements can arise from fraud or error and are considered material if, individually or in the aggregate, they could reasonably be expected to influence the economic decisions of users taken on the basis of these financial statements.

A further description of our responsibilities for the audit of the financial statements is located on the IAASA’s website at: [http://www.iaasa.ie/Publications/Auditing-standards/International-Standards-on-Auditing-for-use-in-Ire/International-Standards-on-Auditing-\(Ireland\)/ISA-700-\(Ireland\)](http://www.iaasa.ie/Publications/Auditing-standards/International-Standards-on-Auditing-for-use-in-Ire/International-Standards-on-Auditing-(Ireland)/ISA-700-(Ireland)). This description forms part of our auditor’s report.

**The purpose of our audit work and to whom we owe our responsibilities**

This report is made solely to the company’s members, as a body, in accordance with Section 391 of the Companies Act 2014. Our audit work has been undertaken so that we might state to the company’s members those matters we are required to state to them in an auditor’s report and for no other purpose. To the fullest extent permitted by law, we do not accept or assume responsibility to anyone other than the company and the company’s members as a body, for our audit work, for this report, or for the opinions we have formed.

**Ian Lawlor**  
for and on behalf of JPA Brenson Lawlor

**Date: 29<sup>th</sup> March 2022**

**Chartered Accountants**  
**Statutory Audit Firm**

Argyle Square  
Morehampton Road  
Donnybrook  
Dublin 4  
D04 W9W7

**KARE, PROMOTING INCLUSION FOR PEOPLE WITH INTELLECTUAL DISABILITIES**  
(A Company Limited by Guarantee)

**STATEMENT OF FINANCIAL ACTIVITIES INCORPORATING THE INCOME AND EXPENDITURE ACCOUNT**

**FOR THE YEAR ENDED 31 DECEMBER 2021**

	Note	Unrestricted funds 2021 €	Restricted funds 2021 €	Capital funds 2021 €	Total funds 2021 €	Total funds 2020 €
<b>Income and endowments:</b>						
Donations and legacies	2	42,641	-	-	42,641	79,033
Charitable activities	3	-	31,383,131	893,769	32,276,900	31,026,942
Investments	4	-	-	-	-	-
<b>Total income and endowments</b>		<b>42,641</b>	<b>31,383,131</b>	<b>893,769</b>	<b>32,319,541</b>	<b>31,105,975</b>
<b>Expenditure on:</b>						
Raising funds	5 - 7		-	-		(19,390)
Charitable activities	5 - 7	(5,805)	(29,085,255)	(652,900)	(29,743,960)	(27,497,870)
<b>Total expenditure</b>		<b>(5,805)</b>	<b>(29,085,255)</b>	<b>(652,900)</b>	<b>(29,743,960)</b>	<b>(27,517,260)</b>
<b>Net income / (expenditure) before transfers</b>						
		36,836	2,297,876	240,869	2,575,581	3,588,715
Transfers	18	(298,346)	(2,259,980)	2,558,326	-	-
<b>Net movement in funds</b>		<b>(261,510)</b>	<b>37,896</b>	<b>2,799,195</b>	<b>2,575,581</b>	<b>3,588,715</b>
<b>Opening funds</b>	18	<b>747,681</b>	<b>(22,426)</b>	<b>14,336,809</b>	<b>15,062,064</b>	<b>11,473,349</b>
<b>Closing funds</b>	18	<b>486,171</b>	<b>15,470</b>	<b>17,136,004</b>	<b>17,637,645</b>	<b>15,062,064</b>

The notes on pages 68 to 84 form part of these financial statements.

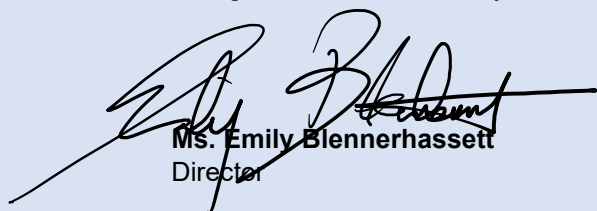
**KARE, PROMOTING INCLUSION FOR PEOPLE WITH INTELLECTUAL DISABILITIES**  
(A Company Limited by Guarantee)

**STATEMENT OF FINANCIAL POSITION**  
**AS AT 31 DECEMBER 2021**

	Note	2021 €	2021 €	2020 €	2020 €
<b>FIXED ASSETS</b>					
Tangible fixed assets	13		14,666,797		12,711,130
<b>CURRENT ASSETS</b>					
Debtors	14	2,850,960		4,201,941	
Bank and cash	15	4,923,588		2,134,771	
		<u>7,774,548</u>		<u>6,336,712</u>	
<b>CURRENT LIABILITIES</b>					
Creditors falling due within one year	16	<u>(4,061,535)</u>		<u>(3,397,715)</u>	
<b>NET CURRENT ASSETS/(LIABILITIES)</b>			<u>3,713,013</u>		<u>2,938,997</u>
<b>TOTAL ASSETS LESS CURRENT LIABILITIES</b>			18,379,810		15,650,127
Creditors falling due after one year	17		(742,165)		(588,063)
<b>NET ASSETS</b>			<u>17,637,645</u>		<u>15,062,064</u>
<b>CHARITY FUNDS</b>					
Unrestricted funds	18		486,171		747,681
Restricted capital funds	18		17,136,004		14,336,809
Restricted funds	18		15,470		(22,426)
<b>TOTAL FUNDS</b>	18		<u>17,637,645</u>		<u>15,062,064</u>

The notes on pages 68 to 84 form part of these financial statements.

The financial statements were approved and authorised for issue by the Directors on 24<sup>th</sup> May 2022 and signed on their behalf, by:

  
Ms. Emily Blennerhassett  
Director

  
Mr. Matthew Behan  
Director



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**KARE, PROMOTING INCLUSION FOR PEOPLE WITH INTELLECTUAL DISABILITIES**  
**(A Company Limited by Guarantee)**

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**STATEMENT OF CASHFLOWS**  
**AS AT 31 DECEMBER 2021**

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	Note	2021 €	2020 €
<b>Cashflows from operating activities</b>			
Net cash provided by operating activities	20	5,408,780	2,716,640
<b>Cashflows from investment activities</b>			
Purchase of tangible fixed assets	13	(2,619,963)	(2,379,975)
<b>Net cash used in investing activities</b>		(2,619,963)	(2,379,975)
<b>Changes in cash and cash equivalents for the year</b>		2,788,817	336,665
Cash and cash equivalents at beginning of year	15	2,134,771	1,798,106
<b>Cash and cash equivalents at end of year</b>	15	4,923,588	2,134,771

The notes on pages 68 to 84 form part of these financial statements.

## **1. Accounting Policies**

### **1.1 Basis of preparation of financial statements**

These financial statements comprising the Statement of Financial Activities, the Statement of Financial Position, the Statement of Cash Flows and the related notes constitute the individual financial statements of KARE, Promoting Inclusion for People with Intellectual disabilities (“KARE”) for the financial year ended 31 December 2021. The financial statements have been prepared in accordance with Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2015) - (Charities SORP (FRS 102)), the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) and the Companies Act 2014.

As permitted by Section 291 of the Companies Act 2014, KARE has varied the standard formats specified in that Act for the Statement of Financial Activities (Incorporating Income and Expenditure Account) “Statement of Financial Activities”, the Statement of Financial Position and Statement of Cash Flow. Departures from the standard formats as outlined in the Companies Act 2014, are to comply with the requirements of the Charities SORP.

KARE meets the definition of a public benefit entity under FRS 102. Assets and liabilities are initially recognised at historical cost or transaction value unless otherwise stated in the relevant accounting policy.

### **1.2 Comparative Figures**

In preparing these accounts, the Directors have considered whether in applying the accounting policies required by FRS 102 and the Charities SORP FRS 102 the restatement of comparative items was required. Where necessary comparative figures have been re-grouped on a basis consistent with the current year.

### **1.3 Company status**

KARE is an Irish registered Company Limited by Guarantee under part 18 of the Companies Act 2014 with a registered office at Newbridge Industrial Estate, Newbridge, Co. Kildare. The company Directors are set out on page 1. In the event of KARE being wound up, the liability in respect of the guarantee is limited to €1 per member.

### **1.4 Going concern**

KARE is dependent on the HSE to fund its activities and the ongoing support of the HSE at an appropriate level is fundamental for the ability to continue as a going concern. The HSE has not given any indication that it will withdraw its financial support in the foreseeable future. Management have reviewed the level of activity and costs for 2022 and have drawn up plans to deal with the issues associated with current cost and funding pressures. At the time of approving the financial statements, the Directors have a reasonable expectation that KARE has adequate resources to continue in operational existence for the foreseeable future. Thus the Directors continue to adopt the going concern basis of accounting in preparing the financial statements.

### **1.5 Income**

All income is recognised once KARE has entitlement to the income, it is probable that the income will be received and the amount of income receivable can be measured reliably. Income is categorised in accordance with Charities SORP as follows; Donations and Legacies, Charitable Activities and Investments.

Donated services or facilities are recognised when KARE has control over the item, any conditions associated with the donated item have been met, the receipt of economic benefit from the use of KARE of the item is probable and that economic benefit can be measured reliably. In accordance with Charities SORP (FRS 102), the general donated time of volunteers is not recognised. Refer to the Directors' Report for more information about their contribution.

On receipt, donated professional services and donated facilities are recognised on the basis of the value of the gift to KARE which is the amount KARE would have been willing to pay to obtain services or facilities of equivalent economic benefit on the open market; a corresponding amount is then recognised in expenditure in the period of receipt.

Income that does not meet the recognition criteria is deferred until such time as the performance related conditions are met.

KARE receives over 50% of income from the Exchequer annually.

### **1.6 Expenditure**

Expenditure is recognised once there is a legal or constructive obligation to transfer economic benefit to a third party, it is probable that a transfer of economic benefits will be required in settlement and the amount of the obligation can be measured reliably. Expenditure is classified by activity. The costs of each activity are made up of the total of direct costs and shared costs, including support costs involved in undertaking each activity. Direct costs attributable to a single activity are allocated directly to that activity. Shared costs which contribute to more than one activity and support costs which are not attributable to a single activity are apportioned between those activities on a basis consistent with the use of resources. Support costs are allocated on the basis of staff numbers in the relevant department.

Support costs are those costs incurred directly in support of expenditure on the objects of KARE and include maintenance and administration. Costs of raising funds are those incurred in attracting voluntary income.

Expenditure on charitable activities are those costs incurred in furtherance of the charitable activities and providing services to beneficiaries.

Governance costs are those associated with meeting the constitutional and statutory requirements of KARE.

All expenditure is inclusive of irrecoverable VAT.

### **1.7 Tangible fixed assets and depreciation**

A review for impairment of a fixed asset is carried out if events or changes in circumstances indicate that the carrying value of any fixed asset may not be recoverable. Shortfalls between the carrying

### **Tangible fixed assets and depreciation continued...**

value of fixed assets and their recoverable amounts are recognised as impairments. Impairment losses are recognised in the Statement of Financial Activities.

Fully depreciated property, plant and equipment are retained in the cost of property, plant and equipment and related accumulated depreciation until they are removed from service. In the case of disposals, assets and related depreciation are removed from the financial statements and the net amount, less proceeds from disposal, is charged or credited to the Statement of Financial Activities. Tangible fixed assets are carried at cost, net of depreciation and any provision for impairment. Depreciation is provided at rates calculated to write off the cost of fixed assets, less their estimated residual value, over their expected useful lives on the following bases:

Freehold / Leasehold property	-	2% / 4% / 5% straight line
Motor vehicles	-	20% straight line
Fixtures and fittings	-	20% straight line
Computer equipment	-	20% straight line

#### **1.8 Interest receivable**

Interest on funds held on deposit is included when receivable and the amount can be measured reliably; this is normally upon notification of the interest paid or payable by the Bank.

#### **1.9 Operating leases**

Rentals under operating leases are charged to the Statement of Financial Activities on a straight line basis over the lease term.

#### **1.10 Debtors**

Trade and other debtors are recognised at the settlement amount after any trade discount offered. Prepayments are valued at the amount prepaid net of any trade discounts due.

#### **1.11 Cash at Bank and in hand**

Cash at bank and in hand includes cash and short term highly liquid investments with a short maturity of three months or less from the date of acquisition or opening of the deposit or similar account.

#### **1.12 Liabilities and provisions**

Liabilities are recognised when there is an obligation at the Statement of Financial Position date as a result of a past event, it is probable that a transfer of economic benefit will be required in settlement, and the amount of the settlement can be estimated reliably. Liabilities are recognised at the amount that KARE anticipates it will pay to settle the debt or the amount it has received as advanced payments for the goods or services it must provide. Provisions are measured at the best estimate of the amounts required to settle the obligation.



### **1.13 Financial instruments**

KARE only has financial assets and financial liabilities of a kind that qualify as basic financial instruments. Basic financial instruments are initially recognised at transaction value and subsequently measured at their settlement value with the exception of bank loans which are subsequently measured at amortised cost using the effective interest method.

### **1.14 Taxation**

KARE is registered with the Revenue Commissioners, CHY No. 5907, and is therefore not liable to corporation tax on any surplus income.

### **1.15 Functional and Foreign currencies**

The financial statements have been presented in euro (€) which is also the functional currency. Monetary assets and liabilities denominated in foreign currencies are translated into euro at rates of exchange ruling at the Balance Sheet date. Transactions in foreign currencies are translated into euro at the rate ruling on the date of the transaction.

Exchange gains and losses are recognised in the Statement of Financial Activities.

### **1.16 Contingencies**

Contingent liabilities, arising as a result of past events, are not recognised when (i) it is not probable that there will be an outflow of resources or that the amount cannot be reliably measured at the reporting date or (ii) when the existence will be confirmed by the occurrence or non-occurrence of uncertain future events not wholly within the company's control. Contingent liabilities are disclosed in the financial statements unless the probability of an outflow of resources is remote.

Contingent assets are not recognised. Contingent assets are disclosed in the financial statements when an inflow of economic benefits is probable.

### **1.17 Employee Benefits**

KARE operates a defined contribution pension scheme, the pension charge represents the contributions payable by KARE to the scheme in the year. The assets of the scheme are held separately from KARE in independently administered funds. Once fixed contributions have been paid by KARE, there is no legal or constructive obligation to pay any further contributions.

Short term employee benefits are recognised as an expense in the financial year in which employees render the related service. It includes untaken annual leave and similar entitlements which are expected to be taken by employees within 12 months after the year end in which the employee renders the related service.

### **1.18 Fund accounting**

General funds are unrestricted funds which are available for use at the discretion of the Directors in furtherance of the general objectives of KARE and which have not been designated for other purposes. Designated Funds are that portion of unrestricted funds which have been earmarked by the Directors for specific purposes. Further details on the purpose and likely timing of expenditure is set out in the notes.

### **1.18 Fund accounting Continued...**

Restricted funds are funds which are to be used in accordance with specific restrictions imposed by donors or which have been raised by KARE for particular purposes. The costs of raising and administering such funds are charged against the specific fund. The aim and use of each restricted fund is set out in the notes to the financial statements.

#### **Capital funds**

Grants received towards capital assets are credited to the statement of financial activities under restricted capital funds when received or receivable subject to any performance related conditions being met. The fund is reduced each year by the depreciation charged on assets purchased through the fund.

### **1.19 Critical accounting estimates and areas of judgment**

In the application of the accounting policies, the Directors are required to make judgments, estimates and assumptions about the carrying amount of assets and liabilities that are not readily apparent from other sources. The estimates and associated assumptions are based on historical experience and other factors that are considered to be relevant. Actual results may differ from these estimates. The estimates and underlying assumptions are reviewed on an ongoing basis. Revisions to accounting estimates are recognised in the period in which the estimate is revised. The estimates and assumptions that have a significant risk of causing a material adjustment to the carrying amounts of assets and liabilities within the next financial year are as follows:

#### **Establishing useful economic lives for depreciation purposes of tangible fixed assets**

Long-lived assets, consisting primarily of tangible fixed assets, comprise a significant portion of the total assets. The annual depreciation charge depends primarily on the estimated useful economic lives of each type of asset and estimates of residual values. The Directors regularly review these asset useful economic lives and change them as necessary to reflect current thinking on remaining lives in light of prospective economic utilisation and physical condition of the assets concerned. Changes in asset useful lives can have a significant impact on depreciation for the period. Detail of the useful economic lives is included in the accounting policies.

#### **Going Concern**

KARE is dependent on the HSE to fund its activities and the ongoing support of the HSE at an appropriate level is fundamental for the ability to continue as a going concern. The HSE has not given any indication that it will withdraw its financial support in the foreseeable future. Management have reviewed the level of activity and costs for 2022 and have drawn up plans to deal with the issues associated with current cost and funding pressures. On this basis the Directors consider it appropriate to prepare the financial statements on a going concern basis. Accordingly, these financial statements do not include any adjustments to the carrying amounts and classification of assets and liabilities that may arise if the company was unable to continue as a going concern.

**KARE, PROMOTING INCLUSION FOR PEOPLE WITH INTELLECTUAL DISABILITIES**  
(A Company Limited by Guarantee)

**2. Income from donations and legacies**

	Unrestricted funds 2021 €	Restricted funds 2021 €	Capital funds 2021 €	Total 2021 €	Total 2020 €
Voluntary Donations and Legacies	42,641	-	-	<b>42,641</b>	79,033
<b>Total</b>	<b>42,641</b>	<b>-</b>	<b>-</b>	<b>42,641</b>	<b>79,033</b>

Income from Voluntary Donations includes all income received from KARE Branches, all fundraising events held by KARE, Legacies receivable and a monetary value of any donations in kind received during the year.

**3. Income from charitable activities**

	Unrestricted funds 2021 €	Restricted funds 2021 €	Capital funds 2021 €	Total 2021 €	Total 2020 €
Services and supports	-	29,806,742	893,769	<b>30,700,511</b>	29,378,793
Housing	-	233,226	-	<b>233,226</b>	188,609
Training initiatives	-	1,343,163	-	<b>1,343,163</b>	1,459,540
<b>Total</b>	<b>-</b>	<b>31,383,131</b>	<b>893,769</b>	<b>32,276,900</b>	<b>31,026,942</b>

Income from Charitable Activities includes all income received primarily from the HSE for the delivery of Services. It also includes Grants from other funders as listed in the analysis of Income from charitable activities.

KARE, a Tier 2 Approved Housing Body, receives income from tenants meeting certain criteria. Income is recorded in the Housing Activity.

Income from Training Initiatives includes amounts received from the Department of Employment Affairs and Social Protection under the Community Employment Schemes and also the Education Training Boards for Local Training Initiatives.

Further information on income is set out in note 25.

**KARE, PROMOTING INCLUSION FOR PEOPLE WITH INTELLECTUAL DISABILITIES**  
(A Company Limited by Guarantee)

**3. Income from charitable activities continued – Analysis of income from charitable activities**

	2021	2020
	€	€
<b>Services and supports</b>		
HSE Kildare West Wicklow	23,959,661	22,930,889
HSE Miscellaneous	2,883,626	1,840,327
HSE Rehabilitative Training	379,915	554,730
Department of Education - Bus Escorts	483,266	431,646
HSE Midland	330,839	299,207
Department of Education - VTC	219,110	214,272
Social Welfare reimbursements	251,960	191,514
HSE South Eastern	165,201	165,200
Department of Education - Ancillary	74,991	96,670
Miscellaneous receipts	36,665	94,704
HSE Special requests	89,728	89,728
Residential contributions - RSSMACs	76,695	76,973
HSE Mothers and babies	41,668	46,004
HSE Dublin South East/Wicklow	571,326	35,710
HSE Dublin North East	25,395	25,394
Revenue Grants	198,090	10,913
HSE Childrens' respite	51,624	10,872
Respite Contributions	582	3,549
Social Club Contributions	-	1,366
Rental Income	-	600
<b>Total</b>	<b>29,840,342</b>	<b>27,120,268</b>
	2021	2020
	€	€
<b>Housing</b>		
Rental income	199,626	188,609
<b>Total</b>	<b>199,626</b>	<b>188,609</b>
	2021	2020
	€	€
<b>Training schemes and initiatives "Training initiatives"</b>		
Dept of Employment Affairs and Social Protection - Community Employment	1,260,166	1,376,823
Education and Training Boards - Local Training Initiatives	82,997	82,718
<b>Total</b>	<b>1,343,163</b>	<b>1,459,541</b>
<b>Total income from charitable activities</b>	<b>31,383,131</b>	<b>28,768,418</b>



**KARE, PROMOTING INCLUSION FOR PEOPLE WITH INTELLECTUAL DISABILITIES**  
(A Company Limited by Guarantee)

**4. Investment income**

	Unrestricted funds 2021 €	Restricted funds 2021 €	Capital funds 2021 €	Total 2021 €	Total 2020 €
Bank interest	-	-	-	-	-
<b>Total</b>	-	-	-	-	-

**5. Direct costs**

	Services and supports 2021 €	Housing 2021 €	Training initiatives 2021 €	Capital 2021 €	Total 2021 €	Total 2020 €
Staff Costs	22,141,846	-	1,258,527	-	<b>23,400,373</b>	21,734,000
Repairs & maintenance	596,161	184,735	-	-	<b>780,896</b>	434,497
Depreciation	8,198	1,853	-	652,900	<b>662,951</b>	548,935
Material costs	347,350	-	17,200	-	<b>364,550</b>	345,876
Catering & housekeeping	318,097	16,462	23,206	-	<b>357,765</b>	342,011
Transport costs - national	309,354	-	-	-	<b>309,354</b>	340,186
Rent & rates	233,661	49,061	-	-	<b>282,722</b>	185,865
Light & heat	206,154	-	-	-	<b>206,154</b>	172,019
Travel - national	177,712	-	721	-	<b>178,433</b>	191,103
Telephone	91,773	-	-	-	<b>91,773</b>	75,696
I.C.T.	61,752	-	4,775	-	<b>66,527</b>	64,548
Print, post & stationery	33,051	-	7,924	-	<b>40,975</b>	26,783
Miscellaneous	36,675	-	-	-	<b>36,675</b>	1,269
Training & development	4,201	-	28,435	-	<b>32,636</b>	22,331
Memberships and Subscriptions	24,509	-	449	-	<b>24,958</b>	16,956
Recreation & leisure	16,699	-	-	-	<b>16,699</b>	8,178
Professional & legal fees	11,509	-	1,845	-	<b>13,354</b>	33,707
Rehabilitative training	12,466	-	-	-	<b>12,466</b>	27,633
Leasing of equipment	2,308	-	-	-	<b>2,308</b>	50,447
Insurance	1,823	-	-	-	<b>1,823</b>	2,749
Bank interest & charges	158	162	81	-	<b>401</b>	284
<b>Total</b>	<b>24,635,457</b>	<b>252,273</b>	<b>1,343,163</b>	<b>652,900</b>	<b>26,883,793</b>	<b>24,625,073</b>

**KARE, PROMOTING INCLUSION FOR PEOPLE WITH INTELLECTUAL DISABILITIES**  
(A Company Limited by Guarantee)

**6. Support costs**

	<b>Services and supports 2021 €</b>	<b>Housing 2021 €</b>	<b>Total 2021 €</b>	<b>Total 2020 €</b>
Staff Costs	2,029,134	14,356	<b>2,043,490</b>	1,999,691
I.C.T.	246,883	1,747	<b>248,630</b>	341,034
Professional & legal fees	141,677	1,002	<b>142,679</b>	82,637
Insurance	67,970	481	<b>68,451</b>	58,685
Material costs	62,129	440	<b>62,569</b>	74,281
Memberships and Subscriptions	61,191	433	<b>61,624</b>	48,035
Training & development	53,203	376	<b>53,579</b>	38,951
Repairs & maintenance	48,833	346	<b>49,179</b>	69,541
Rent & rates	48,721	345	<b>49,066</b>	70,467
Print, post & stationery	19,625	139	<b>19,764</b>	20,190
Light & heat	13,353	94	<b>13,447</b>	23,778
Telephone	11,535	82	<b>11,617</b>	17,589
Catering & housekeeping	8,905	63	<b>8,968</b>	7,256
Travel - national	8,480	60	<b>8,540</b>	11,670
Transport costs - national	8,217	58	<b>8,275</b>	3,062
Miscellaneous	5,240	37	<b>5,277</b>	1,228
Bank interest & charges	3,426	24	<b>3,450</b>	3,356
Depreciation	1,335	9	<b>1,344</b>	1,344
Leasing of equipment	216	2	<b>218</b>	-
<b>Total</b>	<b>2,840,073</b>	<b>20,094</b>	<b>2,860,167</b>	<b>2,872,795</b>

Support costs are those costs incurred directly in support of the activities undertaken by KARE. Support costs are allocated based on direct staff.

**6.1 Governance costs**

Included within direct and support costs are the following governance costs:

	<b>2021 €</b>	<b>2020 €</b>
Memberships and Subscriptions	<b>86,582</b>	64,991
Auditors fees	<b>10,455</b>	10,455
Professional & legal fees	<b>145,577</b>	105,889
<b>Total</b>	<b>242,614</b>	<b>181,335</b>

**KARE, PROMOTING INCLUSION FOR PEOPLE WITH INTELLECTUAL DISABILITIES**  
(A Company Limited by Guarantee)

**6.2 Cost of Raising Funds**

Cost of Raising funds includes all costs associated with generating unrestricted income in the year:

	2021	2020
	€	€
Professional & legal fees	-	19,390
<b>Total</b>	<b>-</b>	<b>19,390</b>

**7. Analysis of Expenditure by expenditure type**

	Staff costs	Depreciation	Other costs	Total	Total
	2021	2021	2021	2021	2020
	€	€	€	€	€
Services and supports	24,170,980	9,533	3,295,017	<b>27,475,530</b>	25,310,545
Housing	14,356	1,862	256,149	<b>272,367</b>	203,904
Training initiatives	1,258,527	-	84,636	<b>1,343,163</b>	1,459,541
Capital	-	652,900		<b>652,900</b>	523,880
<b>Total - Charitable activities</b>	<b>25,443,863</b>	<b>664,295</b>	<b>3,635,802</b>	<b>29,743,960</b>	<b>27,497,870</b>

**8. Net income/(expenditure)**

This is stated after charging / (crediting):

	2021	2020
	€	€
Depreciation of tangible fixed assets	<b>664,296</b>	550,279
(Profit)/loss on disposal of fixed assets	<b>(600)</b>	-
Operating leases - vehicles	<b>22,594</b>	41,757
Operating leases - rent	<b>331,788</b>	256,332

**9. Auditors' remuneration**

	2021	2020
	€	€
Fees payable for annual audit	<b>10,455</b>	10,455

**10. Taxation**

KARE, a registered charity with the Revenue Commissioners, CHY No. 5907, and is therefore not liable to corporation tax on any surplus income. KARE complies with Circular 44/2006, Tax Clearance Procedure Grants, Subsidies and Similar Type Payments.

**KARE, PROMOTING INCLUSION FOR PEOPLE WITH INTELLECTUAL DISABILITIES**  
(A Company Limited by Guarantee)

**11. Staff costs**

	2021	2020
	€	€
Wages and salaries	21,820,854	20,538,899
Employers PRSI	2,233,010	1,987,695
Pension costs	1,389,999	1,207,097
Non payroll costs - agency staff	-	-
<b>Total</b>	<b>25,443,863</b>	<b>23,733,691</b>

**Employee numbers**

	2021	2020
	No.	No.
Management and administration	39	35
Support services	406	383
Nursing staff	30	29
Paramedical staff	27	22
Maintenance staff	2	3
<b>Total</b>	<b>504</b>	<b>472</b>

**Analysis of salary bands**

	2021	2020
	No.	No.
Between €60,001 - €70,000	27	20
Between €70,001 - €80,000	4	1
Between €80,001 - €90,000	3	6
Between €90,001 - €100,000	3	0

The Key Management Personnel in KARE are the members of the Strategic Planning Group (CEO / HR / Finance / Facilities / Quality / Operations & Support Services). Total Remuneration paid to Key Management Personnel including pension contributions in the year amounted to €605,878. The remuneration of the Chief Executive Officer in the year totalled €90,592 in gross pay and €6,341 in company pension contributions.

**12. Interest**

	2021	2020
	€	€
Bank interest and charges	3,851	3,640



**KARE, PROMOTING INCLUSION FOR PEOPLE WITH INTELLECTUAL DISABILITIES**  
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**13. Tangible fixed assets**

	Buildings €	Fixtures & Fittings €	ICT €	Motor Vehicles €	Total €
<b>Cost</b>					
At 1 January 2021	18,582,630	812,733	620,194	1,300,914	21,316,471
Additions	2,430,216	41,357	13,770	134,620	2,619,963
Disposals	-	-	-	(150,232)	(150,232)
At 31 December 2021	<u>21,012,846</u>	<u>854,090</u>	<u>633,964</u>	<u>1,285,302</u>	<u>23,786,202</u>
<b>Accumulated Depreciation</b>					
At 1 January 2021	6,161,199	794,034	605,348	1,044,760	8,605,341
Depreciation	496,802	14,271	15,666	137,557	664,296
Disposals	-	-	-	(150,232)	(150,232)
At 31 December 2021	<u>6,658,001</u>	<u>808,305</u>	<u>621,014</u>	<u>1,032,085</u>	<u>9,119,405</u>
<b>Net Book Value</b>					
<b>At 31 December 2020</b>	<u><b>12,421,431</b></u>	<u><b>18,699</b></u>	<u><b>14,846</b></u>	<u><b>256,154</b></u>	<u><b>12,711,130</b></u>
<b>At 31 December 2021</b>	<u><b>14,354,845</b></u>	<u><b>45,785</b></u>	<u><b>12,950</b></u>	<u><b>253,217</b></u>	<u><b>14,666,797</b></u>

A first legal charge in the amount of €2,356,409 is secured by Kildare County Council over the freehold interest in specific properties. A first legal charge in the amount of €500,000 is secured by the HSE on a further specific property. Where the Grantor has requested a Grant agreement to be signed, KARE has done so to protect the State's interest.

The Directors have considered the value of fixed assets as at the 31 December 2021 and are satisfied there is no impairment required in 2021. (2020: Nil).

**14. Debtors**

	2021 €	2020 €
Trade debtors	2,699,441	3,922,796
Work in progress	75,884	230,213
Prepayments and other	75,635	48,932
<b>Total</b>	<u><b>2,850,960</b></u>	<u><b>4,201,941</b></u>

**KARE, PROMOTING INCLUSION FOR PEOPLE WITH INTELLECTUAL DISABILITIES**  
**(A Company Limited by Guarantee)**

**15. Bank and Cash**

	2021	2020
	€	€
Friends of KARE - Branch Bank	486,172	747,681
KARE Bank and cash	4,437,416	1,387,090
<b>Total</b>	<b>4,923,588</b>	<b>2,134,771</b>

**16. Creditors: Amounts falling due within one year**

	2021	2020
	€	€
Trade creditors	158,311	134,043
Accruals and other	2,337,802	1,919,297
Deferred Income	256,532	263,927
Payroll taxes	568,752	530,526
Value added tax	4,073	20,595
Other Creditors	736,065	529,327
<b>Total</b>	<b>4,061,535</b>	<b>3,397,715</b>

Deferred Income: Income that does not meet the recognition criteria is deferred until such time as the performance related conditions are met. Deferred Income at, 31 December 2020, was released to the Statement of Financial Activities in 2021.

**17. Creditors: Amounts falling due after more than one year**

	2021	2020
	€	€
Refurbishment fund	742,165	588,063
<b>Total</b>	<b>742,165</b>	<b>588,063</b>

In accordance with the Approved Housing Body Financial Standards and Assessment Framework, Tier 2 Housing Bodies should have a sinking fund in place. KARE complies with this requirement and has developed a sinking fund for long term systematic repair and refurbishment on KARE's entire property portfolio. The level of provision maintained is required to meet the ten year refurbishment plan.

**KARE, PROMOTING INCLUSION FOR PEOPLE WITH INTELLECTUAL DISABILITIES**  
(A Company Limited by Guarantee)

**18. Statement of funds**

	Opening funds 2021	Income 2021	Expenditure 2021	Transfers 2021	Closing funds 2021
	€	€	€	€	€
<b>Unrestricted</b>					
General funds	747,681	42,641	(5,805)	(298,346)	486,171
<b>Restricted funds</b>					
Services and supports	3,272	29,806,742	(27,469,725)	(2,305,532)	34,757
Housing	(25,699)	233,226	(272,367)	45,552	(19,288)
Training initiatives	1	1,343,163	(1,343,163)	-	1
Capital	14,336,809	893,769	(652,900)	2,558,326	17,136,004
<b>Total</b>	<b>15,062,064</b>	<b>32,319,541</b>	<b>(29,743,960)</b>	<b>-</b>	<b>17,637,645</b>

**Unrestricted Funds**

Included in Unrestricted funds is amounts designated by the Board of €318,566 (2020: €654,266). These funds are predominantly designated for capital projects for expenditure in the short to medium term.

**Restricted Services and Supports fund**

The restricted services and support fund is all restricted income and expenses in respect of delivering services and supports to Service Users

**Restricted Housing**

The housing reserve relates to all income and expenditure incurred undertaking the activities of the Approved Housing Body. A deficit remains on the fund which will be kept under review in 2022.

**Capital funds**

The balance in capital funds comprises the net amount of capital funding provided to KARE. The fund will be depleted when the depreciation for the assets in which the funds were advanced is charged to the Statement of Financial Activities.

**Transfers between funds**

Transfers between funds primarily consist of amounts transferred from Unrestricted General funds and Restricted Services and Supports fund to fund capital projects. All Capital Funds and transfers are approved by the Directors.

**KARE, PROMOTING INCLUSION FOR PEOPLE WITH INTELLECTUAL DISABILITIES**  
(A Company Limited by Guarantee)

**19. Analysis of net assets between funds**

	Unrestricted funds	Restricted funds	Total funds	Total funds
	2021	2021	2021	2020
	€	€	€	€
Tangible fixed assets	-	14,666,797	14,666,797	12,711,130
Current assets	486,172	7,288,376	7,774,548	6,336,712
Current liabilities	-	(4,061,535)	(4,061,535)	(3,397,715)
Creditors over one year	-	(742,165)	(742,165)	(588,063)
<b>Total</b>	<b>486,172</b>	<b>17,151,473</b>	<b>17,637,645</b>	<b>15,062,064</b>

**20. Reconciliation of net movement in funds to net cash flow from operating activities**

	2021	2020
	€	€
<b>Net income / (expenditure) in the year</b>	<b>2,575,581</b>	<b>3,588,715</b>
Adjust for:		
Depreciation	664,296	550,279
Decrease / (increase) in debtors	1,350,980	(2,515,025)
Increase in creditors	817,923	1,092,671
<b>Net cash provided by operating activities</b>	<b>5,408,780</b>	<b>2,716,640</b>

**21. Operating lease commitments**

At 31 December 2021 the total future minimum lease payments under non-cancellable operating leases was:

	2021	2020
	€	€
Within one year	318,969	385,419
Between two and five years	624,736	664,821
Over five years	1,973,533	1,967,933
	<b>2,917,238</b>	<b>3,018,174</b>

**22. Related party transactions**

There were no related party transactions other than those already disclosed in the financial statements. None of the Directors receive any remuneration or fees for their roles as directors of KARE.



**23. Post balance sheet events**

There have been no material events post year end that require adjustment or disclosure in the financial statements.

**24. Capital commitments**

KARE have several ongoing capital projects planned at the 31 December 2021. In addition, Capital Commitments entered into before the 31 December 2021 not completed amount to nil (2020: €310,071).

## 25. Additional income disclosures

In accordance with the Department of Public Expenditure and Reform, Circular 13/2014, the following disclosures are required for all bodies receiving publicly funded grants.

Grant programme	Purpose	Amount in SOFA	Term of the Grant	Total Grant	Amount		Reporting policies
					Received 2021	(Deferred) / Due	
<b>Health Service Executive</b>							
HSE Kildare West Wicklow	Service Provision	23,959,661	Annual	23,959,661	22,351,150	1,608,511	Reported as agreed in SA
HSE Midland	Service Provision	330,839	Annual	330,839	330,839	-	Reported as agreed in SA
HSE Dublin North East	Service Provision	25,395	Annual	25,395	25,395	-	Reported as agreed in SA
HSE Dublin South East/Wicklow	Service Provision	571,326	Annual	571,326	233,288	338,038	Reported as agreed in SA
HSE South Eastern	Service Provision	165,201	Annual	165,201	165,201	-	Reported as agreed in SA
Special HSE service requests	Service Provision	2,846,645	Ongoing	2,846,645	2,472,933	373,712	Invoiced as utilised Based on annually agreed attendance
HSE Rehabilitative Training	Service Provision	379,915	Annual	379,915	366,501	13,414	
<b>Department of Education and Science</b>							
Department of Education - Bus Escorts	Service Provision	483,266	Annual	483,266	483,266	-	Reported as Claimed Reported as agreed
Department of Education - VTC	Service Provision	219,110	Annual	219,110	199,778	19,332	Reported as agreed
Department of Education - Ancillary	Pay	74,991	Annual	74,991	18,460	56,531	Reported as agreed
Department of Education - School Building	Capital	99,657	Ongoing	99,657	99,657	-	Reported as received
<b>Department of Social Protection</b>							
Community Employment Schemes	Training Schemes	1,260,166	Annual	1,260,166	1,166,591	93,575	Reported as per contracts
Social Welfare Income	Income	251,960	Ongoing	251,960	251,960	-	Reported as received
<b>Education and Training Boards</b>							
Local Training Initiatives	Training Schemes	82,997	Annual	82,997	76,008	6,989	Reported as per contracts
<b>National Lottery</b>							
National Lottery 2021	Capital	15,000	Once off	15,000	15,000	-	Reported as receivable
<b>Kildare County Council</b>							
Covid Emergency fund	Service Provision	2,670	Once off	2,670	2,670	-	Reported as receivable
Community Grant Scheme	Service Provision	3,020	Once off	3,020	3,020	-	Reported as receivable
Capital Assistance Scheme	Capital	1,004,113	Once off	1,004,113	904,999	99,114	
<b>Miscellaneous</b>							
POBAL - Dormat Accounts Fund	Service Provision	188,153	Once off	188,153	112,892	75,261	Reported as receivable
Rental Income	Service Provision	199,626	Ongoing	199,626	193,164	6,462	Reported as receivable
National Disability Team partnership charges	Service Provision	35,212	Ongoing	35,212	29,394	5,818	Reported as receivable
Client Contributions	Service Provision	77,277	Ongoing	77,277	74,592	2,685	Reported as receivable
Miscellaneous Contributions	Service Provision	700	Ongoing	700	700	-	Reported as receivable
<b>Total</b>		<b>32,276,900</b>		<b>32,276,900</b>	<b>29,577,459</b>	<b>2,442,909</b>	

## 26. Approval of financial statements

The financial statements for the year ended 31 December 2021 were approved and adopted by the Directors on 24<sup>th</sup> May 2022.

# APPENDICES



**St Anne's Special School**

**Accountant's Report  
FINANCIAL ACCOUNTS**

**For the Year September 1, 2020 TO August 31, 2021**

**ABRIDGED VERSION**



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**St Anne's Special School**

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**BOARD OF MANAGEMENT REPORT  
FOR THE YEAR ENDED 31ST AUGUST 2021**

The Board presents its report and financial statements for the year ended 31st August 2021

- **Objectives and Activities;**

The principal activity of the school was to provide education in the context of the ethos of a Primary School in accordance with the founding intention, as articulated by the Patron.

- **Achievements and Performance;**

The level of activity for the year and the financial position were satisfactory. The Board expects that the level of activity will be sustained for the foreseeable future.

- **Financial Review and Responsibility for Finances;**

Section 18 of the Education Act requires the board to keep all proper and usual accounts and records of all monies received by it or expenditure incurred by it, and to prepare financial statements for each financial year, which give a true and fair view of the state of affairs of the school, and of the surplus or deficit of the school for that year. In preparing them the board is required to:

- Select suitable accounting policies and apply them consistently
- Make adjustments and estimates that are reasonable and prudent
- Prepare the financial statement on a "going concern basis" unless it is inappropriate to presume that the school will continue to operate.

The board is responsible for keeping proper accounts, which disclose with reasonable accuracy at any time the financial position of the school and to enable them to ensure that the financial statements comply with the Education Act 1998. They are also responsible for safeguarding the assets of the school and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

At year end, annual accounts are submitted to the FSSU.

- **Structure, Governance and Management;**

The measures taken by the Board to ensure compliance with the requirements of the Governance Manual 2019-2023 and the Education Act 1998, regarding proper books of account, are the implementation of necessary policies and procedures for recording transactions, the employment of competent accounting personnel with appropriate expertise, and the provision of adequate resources to the financial function. The books of account of the school are maintained at the school premises.

- **Reference and Administrative details;**

The Board of Management maintain records in compliance with the Primary School Guidelines 2019-2023 and the Education Act 1998.

**Names of Board Members:**

**Chairperson (Patron Nominee):** Frida Lowry resigned on 16th February 2021

**Acting chairperson:** Ger Keeley from 16th February to 29th April 2021

**Chairperson (Patron Nominee):** Catherine Moynihan attended first meeting 25th May 2021

**Treasurer:** John Kavanagh resigned 15th January 2021

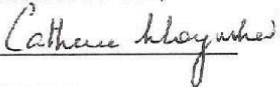
**Parents Nominee:** Martha Dolan appointed 9th December 2020

**Parents Nominee:** Adrian Croft

**Community Nominee:** Anne Doyle

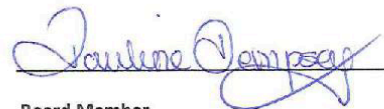
**Community Nominee:** Ger Keeley  
**Principal (Teacher Nominee):** Pauline Dempsey  
**Teacher Nominee:** Aine Fingleton  
**Hon Treasurer (Patron Nominee):** Teresa Donohoe appointed 21st October 2021.

On behalf of the Board;

  
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**Chairperson**

Date: 09.02.2022

  
\_\_\_\_\_

**Board Member**

Date: 09.02.2022

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**St Anne's Special School**

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**ACCOUNTANT'S REPORT ON THE ACCOUNTS TO THE BOARD  
OF ST ANNE'S SPECIAL SCHOOL  
for the year ended 31 August 2021**

We have compiled the financial information for St Anne's School from the accounting records, information and explanations supplied to us.

The financial information has been compiled in line with Section 18 of the Education Act, 1998. This report is made to you in accordance with the terms of our engagement. Our work has been undertaken so that we might compile the financial information that we have been engaged to report to you that we have done so, and state those matters that we have agreed to state to you in this report and for no other purpose. To the fullest extent permissible by law, we do not accept or assume responsibility to anyone other than the Board of Management of St Anne's School for our work or for this report.

We have carried out this engagement in accordance with the Rules of Professional Conduct and the ethical guidelines laid down by.

You have approved the financial information for the school year ended 31 August 2021 and have acknowledged your responsibility for it, the appropriateness of the accounting basis and for providing all information and explanations necessary for its compilation.

We have not been instructed to carry out an audit. For this reason, we have not verified the accuracy or completeness of the accounting records or information or explanations you have given us and we do not, therefore, express any opinion on the financial information.

  
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**KATHERINE TULLY & CO.**

"Belle Ombre"  
Burgage Moyle  
Blessington  
Co. Wicklow  
W91 TK53

Date: 04/02/2022



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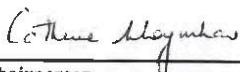
**St Anne's Special School**

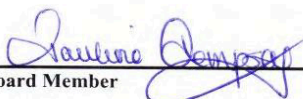
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**Income and Expenditure Account for the year ended August 31, 2021**

	<b>Actual 2020/2021</b>	<b>Actual 2019/2020</b>
Total Income	771,722.00	693,816.00
Total Expenditure	824,579.00	750,559.00
Surplus / Deficit	-52,857.00	-56,743.00
Opening Balance	38,416.00	95,159.00
<b>Closing Balance</b>	<b>-14,441.00</b>	<b>38,416.00</b>

On behalf of the board;

  
\_\_\_\_\_  
Chairperson  
09 08 2022  
\_\_\_\_\_  
Date

  
\_\_\_\_\_  
Board Member

**St Anne's Special School**

Balance Sheet as at	August 31,	2021 Actual 2020/2021	Actual 2019/2020
<b>1. Fixed Assets</b>	<b>Note 2</b>		
Fixtures and Fittings		1,690,566.00	1,326,118.00
ICT Infrastructure		0.00	0.00
Capital Other		26,520.00	39,780.00
<b>Total Fixed Assets</b>		<u>1,717,086.00</u>	<u>1,365,898.00</u>
<b>2. Current Assets</b>	<b>Note 3</b>		
Debtors and prepaid expenses		9,440.00	13,190.00
Cash at bank and in hand		613,770.00	164,410.00
<b>Total Current Assets</b>		<u>623,210.00</u>	<u>177,600.00</u>
<b>3. Current Liabilities</b>	<b>Note 4</b>		
Creditors and accrued expenses		672,007.00	718,739.00
<b>4. Long Term Liabilities</b>			
Long Term Loan		0.00	0.00
<b>Assets less Liabilities</b>		<u>1,668,289.00</u>	<u>824,759.00</u>
<b>Capital and Reserves</b>			
<b>5. Contribution towards the Cost of Fixed Assets</b>	<b>Note 5,6</b>	1,682,730.00	786,343.00
<b>6. Current Period Surplus/Deficit on Income and Expenditure Account</b>		<u>-52,857.00</u>	<u>-56,743.00</u>
<b>7. Prior Periods Surplus/Deficit on Income and Expenditure Account</b>		<u>38,416.00</u>	<u>95,159.00</u>
<b>Total Capital and Reserves</b>		<u>1,668,289.00</u>	<u>824,759.00</u>

On behalf of the board;

Catherine McLaughlin  
Chairperson

Janeline Dempsey  
Board Member

01.08.2020  
Date

**St. Mark's School**  
**Board of Management Report and Financial Statements**  
**for the financial year ended 31 August 2021**

**ABRIDGED VERSION**

**McMahon Auditors & Accountants Limited**  
**Certified Public Accountants and Statutory Audit Firm**  
**9-10 Academy Court**  
**Academy Street**  
**Kildare Town**  
**Co Kildare**  
**Ireland**

**St. Mark's School  
CONTENTS**

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Board of Management's Report	4
Certified Public Accountants' Report	5
Income and Expenditure Account	6
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**St. Mark's School  
GENERAL INFORMATION**

<b>School Name</b>	St. Mark's School
<b>School Address</b>	Piercetown Newbridge Co. Kildare
<b>Roll Number</b>	19455W
<b>Registered Charity Number</b>	20140311
<b>Student enrolment for the financial year</b>	94
<b>Board of Management</b>	
Chairperson	Noeleen Burke
Principal	Ross Dignam
Teacher Nominee	Rob Thompson
Parent Nominee	Amanda Cahill-O'Donnell
Treasurer	Gearoid Brennan
Patron Nominee	Sean Hourihane
Community Representative	Evelyn Mackenzie Smith (Appointed 1 September 2020, Resigned 31 May 2021) Martin Jordan
<b>Accountants</b>	McMahon Auditors & Accountants Limited Certified Public Accountants and Statutory Audit Firm 9-10 Academy Court Academy Street Kildare Town Co Kildare Ireland
<b>Bankers</b>	Bank of Ireland Edward Street Newbridge Co. Kildare

**St. Mark's School**  
**BOARD OF MANAGEMENT REPORT**  
for the financial year ended 31 August 2021

The Board of Management presents its report and financial statements for the financial year ended 31 August 2021.

**Results**

The results for the financial year and the school's financial position at the end of the financial year are shown in the attached financial statements.

**Board of Management**

The board members who served the school during the financial year were as follows:

Chairperson:	Noeleen Burke
Principal:	Ross Dignam
Teacher Nominees:	Rob Thompson
Parent Nominees:	Amanda Cahir-O'Donnell
Treasurer:	Gearoid Brennan
Patron Nominee:	Sean Hourihane
Community Representative:	Evelyn Mackenzie Smith (Appointed 1 September 2020, Resigned 31 May 2021) Martin Jordan

**Health and Safety of Students and Staff**

The school has adopted a safety statement in accordance with legislation.

**Books of Accounts**

The measures taken by the BOARD to ensure compliance with the requirements of the Articles of Management and the Education Act, 1998, regarding proper books of account, are the implementation of necessary policies and procedures for recording transactions, the employment of competent accounting personnel with appropriate expertise, and the provision of adequate resources to the financial function. The books of account of the school are maintained at the school premises.

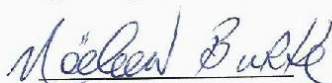
**Board of Management Responsibilities**

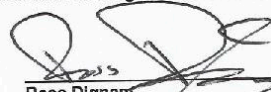
Section 18 of the Education Act requires the board to keep all proper and usual accounts and records of all monies received by it, or expenditure incurred by it and to prepare financial statements for each financial period, which give a true and fair view of the state of affairs of the school and of the surplus or deficit of the school for that period. In preparing the financial statements the board is required to:

- select suitable accounting policies and apply them consistently;
- make judgments and estimates that are reasonable and prudent;
- prepare the financial statements on a going concern basis unless it is inappropriate to presume that the school will continue to operate.

The Board of Management is responsible for keeping proper accounting records, which disclose with reasonable accuracy at any time the financial position of the school and to enable them to ensure that the financial statements comply with the Education Act, 1998. They are also responsible for safeguarding the assets of the school and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

Approved by the Board of Management on 9 December 2021 and signed on its behalf by:

  
Noeleen Burke  
Chairperson

  
Ross Dignam  
Principal

*St. Mark's School*

**CERTIFIED PUBLIC ACCOUNTANTS' REPORT TO THE BOARD OF  
MANAGEMENT OF ST. MARK'S SCHOOL**

for the financial year ended 31 August 2021

We have compiled the financial statements for St. Mark's School from the accounting records, information and explanations supplied to us.

The financial information has been compiled on the basis set out in note 1 to the financial statements.

This report is made to you in accordance with the terms of our engagement. Our work has been undertaken so that we might compile the financial information that we have been engaged to compile, report to you that we have done so, and state those matters that we have agreed to state to you in this report and for no other purpose. To the fullest extent permissible by law, we do not accept or assume responsibility to anyone other than the Board of Management of St. Mark's School for our work or for this report.

We have carried out this engagement in accordance with the Rules of Professional Conduct and the ethical guidelines laid down by the Institute of Certified Public Accountants in Ireland.

You have approved the financial statements for the financial year ended 31 August 2021 and have acknowledged your responsibility for it, the appropriateness of the accounting basis and for providing all information and explanations necessary for its compilation.

We have not been instructed to carry out an audit. For this reason we have not verified the accuracy or completeness of the accounting records or information or explanations you have given us and we do not, therefore, express any opinion on the financial statements.

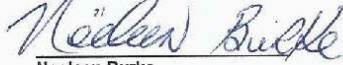
**MCAHON AUDITORS & ACCOUNTANTS LIMITED**  
Certified Public Accountants and Statutory Audit Firm  
9-10 Academy Court  
Academy Street  
Kildare Town  
Co Kildare

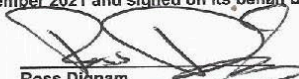
9 December 2021

**St. Mark's School**  
**INCOME & EXPENDITURE ACCOUNT**  
for the financial year ended 31 August 2021

	2021 €	2020 € as restated
<b>Income</b>		
Total Income	367,407	278,867
<b>Expenditure</b>		
Total School Expenditure	<u>(281,843)</u>	<u>(264,729)</u>
<b>Operating Surplus</b>	85,564	14,138
Prior financial year error correction	(15,212)	-
Opening balance brought forward	<u>177,589</u>	<u>163,451</u>
<b>Closing balance carried forward</b>	<u><u>247,941</u></u>	<u><u>177,589</u></u>

Approved by the Board of Management on 9 December 2021 and signed on its behalf by:

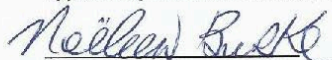
  
Noeleen Burke  
Chairperson


  
Ross Dignam  
Principal

**St. Mark's School**  
**BALANCE SHEET**  
as at 31 August 2021

	Notes	2021 €	2020 € as restated
<b>Fixed Assets</b>			
Tangible assets	2	23,088	28,986
<b>Current Assets</b>			
Debtors and prepaid expenses	3	10,127	-
Cash at bank and in hand		292,340	234,545
		<u>302,467</u>	<u>234,545</u>
<b>Creditors and accrued expenses</b>	4	(61,246)	(85,942)
<b>Net Current Assets</b>		<u>241,221</u>	<u>148,603</u>
<b>Total Assets Less Current Liabilities</b>		<u>264,309</u>	<u>177,589</u>
Contribution towards the cost of fixed assets	5	16,368	-
<b>Surplus on Income &amp; Expenditure Account</b>		<u>247,941</u>	<u>177,589</u>
		<u>264,309</u>	<u>177,589</u>

Approved by the Board of Management on 9 December 2021 and signed on its behalf by:

  
Noeleen Burke  
Chairperson

  
Ross Dignam  
Principal



# KARE

Founded in 1967

Promoting Inclusion for People with Intellectual Disabilities

Telephone: 045-448700  
International: +353-45-448700  
Facsimile: 045-448798  
E-mail: kare@kare.ie  
Website: www.kare.ie

Newbridge Industrial Estate  
Newbridge  
Co. Kildare  
Ireland  
W12 Y497

15<sup>th</sup> December 2021

Dear Colleague,

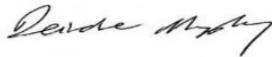
As we near the end of yet another eventful year and one which has been challenging for everyone in KARE, I am writing this on behalf of the Board of Directors to express our heartfelt thanks and appreciation to you for your ongoing commitment and dedication this year.

We are grateful for all your hard work and resilience; the personal sacrifices and sheer efforts you have made which have been integral to the successful and continued operations of KARE in the face of immense adversity. Despite the many and significant challenges, the organisation has continued to move forward, and services have continued to be offered to our service users. I am aware that it takes many individuals to keep an organisation as large as ours functioning. Your individual commitment has not gone unnoticed and has contributed to how the organisation has navigated another challenging and extraordinary year. For this I would like to acknowledge you and to say thank you.

As a token of our appreciation, please find enclosed a small gift as a gesture of our thanks. Let's look forward together to a new year with optimism, possibilities and hope.

Lastly, wishing you all a very happy new year, filled with happiness, success and good health.

Kind regards and many thanks,



Deirdre Murphy  
Chief Executive Officer



Emily Blennerhassett  
Chairperson of KARE Board of Directors



Registered Office: KARE, Newbridge Industrial Estate, Newbridge, Co. Kildare, Ireland.  
A Company Limited by Guarantee Registered in Dublin No: 48017 Registered Charity No: 20000000

Directors: E. Blennerhassett, R. Bolster, M. O'Malley, M. Quinn, J. Weldon, T. Lambert, G. O'Connell



**HAPPY  
RETIREMENT**

**Tony Bird  
Mary Corley  
Catherine Doody  
Rose Dunphy  
Anne McDermott  
Una O'Connell  
Phil Quinlan**



**KARE, Newbridge Industrial Estate, Newbridge, Co. Kildare, Ireland**



**Tel: +353 (0) 45 448700**



**E mail: [kare@kare.ie](mailto:kare@kare.ie)**



**Website: [www.kare.ie](http://www.kare.ie)**



**Facebook: [www.facebook.com/karepage](http://www.facebook.com/karepage)**



**@KARE\_IRL**

Front cover image designed by the service users of Tully Road Local Service,  
Kildare