



**TRUSTEE'S & DIRECTOR'S REPORT
& FINANCIAL STATEMENTS**

POST POLIO SUPPORT GROUP LIMITED
(A Company Limited by Guarantee)

FOR THE PERIOD 1 January – 31 December 2012

POST POLIO SUPPORT GROUP

Charity & Company Information

Charity Name

Post Polio Support Group

Registered Charity Number

CHY 11356

Company Number

354283

Trustees

The members of the Board of Trustees & Directors are listed on page 4

Registered Office

The Carmichael Centre, North Brunswick Street
DUBLIN 7

Administrative Office

Unit 319, Capel Building, Mary's Abbey,
DUBLIN 7

Chief Executive

Eamonn Farrell

Bankers

Allied Irish Bank, 126 – 128 Capel Street,
DUBLIN 1

Solicitors

Lacy Walsh Solicitors, 77 Strand Road,
Sandymount, DUBLIN 4

Auditors
BMOL Partners,
19 Herbert Street,
DUBLIN 2

POST POLIO SUPPORT GROUP

List of Trustees & Directors

1. The following were Trustees & Directors of the Group on the 31st December 2012

Officers:

John R. McFarlane	Chairman
Hugh McHugh	Deputy Chair and Secretary
Clara Dunne	Treasurer

Marie Boland
Joan Bradley
Thomas Carberry
Jim Costello
Susan Dowling
Patrick Guy
Hugh Mc Hugh
Seamus Ó Cinnéide
Rose Russell O Donovan
Evelyn Wainwright

2. In accordance with the Company's Memorandum and Articles of Association one third of the Board of Directors retired at the AGM in 2012 and were re-elected. These were

Clara Dunne
John R. McFarlane
Seamus Ó Cinnéide
Evelyn Wainwright

Report of the Trustees & Directors
For the period 1 January – 31 December 2012

The Trustees & Directors of the Post Polio Support Group, Charity & Company limited by guarantee, present their report for the period ended 31 December 2012.

Mission Statement:

Our Mission is to create awareness and to provide information regarding the late effects of polio among Polio Survivors, statutory agencies and the wider medical profession, and to ensure that the needs of Polio Survivors relating to their condition are met to enable them to live with dignity.

The Post Polio Support Group is committed to supporting its members and other Polio Survivors and developing its Board, staff and volunteers to achieve the most efficient use of its resources.

Structure, Governance and Management:

As a consequence of the Group's incorporation as a company limited by guarantee in 2002, the Trustees act as Directors of the charitable company. The Board meets at least six times per year.

Directors are elected by national ballot of members and serve for a period of 3 (three) years, and then may be eligible for re-election. Officers may not serve for more than 4 (four) consecutive years in any given position.

Any member of the Group may be nominated for election as director.

The Directors act at all times within the law and, in particular, the constraints of the legislative provisions for companies lay down by the Oireachtas and are aware of their duties, responsibilities and liabilities arising.

The Board appoints Committees to assist with particular aspects of its work, at least one Director sitting on each Committee. The purpose of the Committees is to assist the Board by carrying out certain of its functions and maintain oversight in relevant areas and report regularly to the Board. These Committees may be attended by a member of staff to provide executive support or on request.

The Committees in existence at 31st December 2012 were;

Ethics and Benefits

Compliance and Governance

Social Support

Fundraising

Ad Hoc Sub-Committees may be established from time to time for specific projects or purposes.

The day-to-day management of the Group business is delegated to the Chief Executive, with other staff members reporting through that position to the Board.

Objectives and Activities – 2012.

The Group continued to experience rapid change in the support and assistance work it undertook for Polio Survivors. It was guided by its strategic plan NEW HORIZONS – Plan2015 which provided a new focus on the individual member of the Group. It has striven to involve as many members as possible in conducting the activities of the Group in a structured way under the general direction of the Board. The report, following, is structured around the programme

PROGRAMME *require*

Help Polio Survivors access the supports they

From the Group Guiding Principles Services and supports will continue to be provided, based on needs identified through consultation with members, fairly and within the financial capacity of the Group

The membership increased by 39 throughout the year but, deducting for those dying or leaving for various reasons the net membership increased from 869 to 893. The contact and support service offered to Polio Survivors was continued throughout the year

A three year programme for social support development for all areas of the country has provided opportunities for peer support to many Polio Survivors. This work has been funded by the Department of Environment, Community, and Local Government. In 2012 there were 21 social support groups in existence at various stages of development. Many are mature and, by and large, self-sufficient, others still require some mentoring and guidance. The Group has a huge resource in the social support groups and welcomes the fact that so many Polio Survivors are now taking a turn to contribute to running the meetings and other activities

In 2012, 109 Polio Survivors received Aids, Appliances or Assistive technology. 58 were allocated Physiotherapy, 53 members were allocated Occupational Therapy, 115 members were allocated Respite Care, 28 members were allocated Chiropody and 17 were allocated counselling. Provision frequently engenders complex solutions working closely with the HSE, occupational therapists, and equipment providers. Occupational therapy assessments are the bases for the provision of the more complex solutions for Polio Survivors. Such assessments are conducted using community Occupational Therapists and private Occupational Therapists, where appropriate.

Heating Grants amounting to a value of €34,500 were allocated to 266 members. There has been some activity in building adaptation. The process within the Local Authorities is slow and bureaucratic and requires patience. The

Group has advocated for some members who were able to meet the strict criteria.

The Group managed to assist a number of members with advice and practical help particularly where there was manifest hardship.

PROGRAMME *Enable and empower members to take increased ownership of their situations and*

From the Group Guiding Principles The Post Polio Support Group is member led and Polio Survivors are central to its work.

A co-operative initiative involving Board members, supported from the office, has started work to develop new structures to support the devolution of functions to assist local implementation where possible. Preliminary seminars were held throughout the country accompanied by training for selected volunteer members. This was driven by the need to involve more members in the running of the organization, to deepen their knowledge and commitment and to activate them to take on key roles in the running of the organization as outlined in NEW HORIZONS - PLAN2015. A concentrated effort was made to encourage members with the talents necessary to develop the organisation to come forward. The Board retains overall direction of the activity but the membership has increasing autonomy starting with certain areas subject to proper financial control and audit.

PROGRAMME *Continue to improve communication with Polio Survivors generally and with those who are members of the Group*

From the Group Guiding Principles Sensitivity, empathy and understanding are central to communication with Polio Survivors

There was a strong emphasis on the SURVIVOR as the medium of choice for disseminating information to Polio Survivors. Four issues were produced in 2012 in A5 format reducing the cost of postage but maintaining the same amount of content.

The Group has built on the success of its telephone support initiatives - Ring Ring and Phonechat - to encourage and develop more telephone contact between Polio Survivors. Training courses have been organized to broaden the reach of Ring Ring and encompass more Polio Survivors. This service is coordinated by a Board member under the aegis of the Social Support

Committee and 4 volunteer regional coordinators have been recruited to assist the work and oriented to provide a platform for further expansion.

Building on the group's dissemination in 2011 of the primer "Post Polio Syndrome – Management and Treatment in Primary Care" the 2012 Conference theme was focused on Living Well with a Long Term Condition. Veronica O Doherty, Head of Psychology, Tallaght Hospital articulated the worth of the self-management programme now available including the success that it has had in many countries. She described the growing recognition that non-medical solutions can have much to offer for people with long term conditions and reported on research which shows the benefits to those taking part in the course have been evident many years after completing the training course.

PROGRAMME *Monitor the policy development and the administrative environment*

From the Group Guiding Principles The Group will advocate for Social Policy change to encompass the needs of Polio Survivors

The Group actively engaged with arrangements by the HSE to conclude service level agreements and grant aid agreements, as appropriate. A number of agreements have been signed in respect of 2012

It has been briefed regularly on the progress of NEW HORIZONS - Plan2015. Close liaison with the various Statutory Authorities, principally the Health Service Executive (HSE), is maintained and the Group works in partnership with all its funding bodies to accomplish its objectives. The Group fully acknowledges all funding bodies and thanks the HSE, in particular, for all its help and the co-operation received in the achievement of joint objectives. The Board of Directors is committed to maintaining sufficient income to meet the needs of Polio Survivors in real terms.

The Common Assessment Framework was adopted as the assurance mechanism of choice to ensure compliance and good governance. An assessment on the Group's work in 2010 was carried out in 2011 and indicated a satisfactory outcome.

PROGRAMME *Increase the knowledge base of the Group*

As more and more retirements from the "polio generation" of medical professionals occur the Group is increasingly drawn on as a resource by those charged with the care of Polio Survivors. Study and research, building on the

personal experiences of members, working with its honorary medical advisers, maintains its expertise in this area.

The Group took part in an international conference on post polio syndrome to keep abreast of latest developments, including research initiatives, and to share its lessons learned with colleagues in other countries

PROGRAMME *Building linkages with other organizations*

From the Group Guiding Principles

The Post Polio Support Group will cooperate and collaborate with other stakeholders, as appropriate

Linkages with the HSE are critical to the successful work of the Group and this partnership will deepen over the period of this plan. The Group has started to play a full part in the new consultative structures being set up by the HSE and looks forward to an increasingly active partnership.

The Group has taken on an active role in developing the European Polio Union as an agent to promote research on post polio syndrome and issues around the treatment and care of Polio Survivors

PROGRAMME *Manage finances to maintain or increase the ability of the Group to support Polio Survivors*

The Group has driven down costs in administrative, overhead and expenditure areas, negotiating firmly with existing and potential contractors and suppliers.

The Group, as a whole, has been extremely active in generating funds. New initiatives, new ideas and a lot of hard work have been invested to enable the Group to make a comprehensive support service available to Polio Survivors. Fundraising was a particular focus in 2012 and, recognising the difficult economic environment, efforts were made to arrest the decline evident in recent years.

Staff Welfare:

The staff complement was six during 2012 - 4 full time and two part-time employees. The Directors, and the members, of the Group are extremely grateful for the professionalism, dedication and commitment of the staff. The Group complies with the provisions of the Safety, Health and Welfare at Work Acts, 1989 and 2005 and other personnel related legislation.

