

MINUTES - National Catholic Safeguarding Commission – Part 1 accepted 04 June 2019

Tuesday 5th March 2019 – 10:30 – 14:30
At Hinsley Hall, Headingley Lane, Leeds LS6 2BX

Present: Chris Pearson (Chair - CP)
Rachel O’Driscoll (RO’D)
Sr Lyndsay Spendelow (LS) – Final Meeting
Steven Spear (SS)
Sr Philomena McCluskey (PM)
Fr Mark Davies (MD)
Mick Walker (MW)
Elizabeth Manero (EM)

In attendance: Colette Limbrick - CSAS (CL)
Christine Edgar – CSAS (CE)
Lysette Kabana (Minutes)

1. Apologies for absence

1. **Apologies were received from:** Marcus Stock (MS)
Dave Marshall (DM)
Peter Houghton
Kathy Perrin

2. Introduction and welcome

The Chair welcomed everyone to the meeting today and thanked them for their attendance.

3. Opening Prayer

The opening prayer was led by Mark Davies.

4. Members declaration of interest and statement of confidentiality

There were no declarations made. Confidentiality was agreed.

5. Minutes of the meeting held on 4th December 2018.

These were agreed.

Post meeting note

A correction is required to the December 2018 minutes.

Item 8c reads:

CL outlined the purpose and process of the quality assurance exercises (papers relating to this had not been received by everybody prior to the meeting).

CL will write to Bishops, Commission Chairs and Safeguarding Coordinators to inform them about the quality assurance exercise. (ACTION CL)

Item 8c should read:

CL outlined the purpose and process of the quality assurance exercises (papers relating to this had not been received by everybody prior to the meeting).

It was agreed that CSAS would undertake the QA exercise, assisted by the increased capacity in the team, rather than appoint an external agency that could not complete the work within the year.

CL will write to Bishops, Commission Chairs and Safeguarding Coordinators to inform them about the quality assurance exercise. (ACTION CL)

6. Matters arising from the minutes of meeting 4th December 2018 and review of the Action Plan – where not included on agenda

- NCSC Website – United by Design can take forward the improvements to the [NSCS](#) [NCSC](#) website. If the improvements can be completed by August 2019, the current website provider will continue to provide the site for a 6-month period.
- CL to meet with officers from Operation Hydrant to explore improved processes for referring cases of sexual abuse to the police.
- Leaflets relating to victims and survivors - CE to meet with SAP on Friday for further update.
- Guidance in relation to child abuse images – clarification required as to what needs to be commissioned and whether this needs to be outsourced. CL to consider further.
- Lourdes Pilgrimage – updated guidance from Lourdes awaited. CL to send letter from CP out to the Coordinators on risk assessment and pilgrimages.
- NCSC ToR and Membership – Waiting for an update from MS regarding a canon lawyer. If LS does not get a response this week regarding male/female religious post, she will escalate to CP.
- Complaints – agreed that the information sheet should be published. The information sheet does not include a process for complaints against Bishops and Religious Leaders; it is understood that Rome is to provide direction on this. CL awaiting advice from the Bishops' Conference on this aspect.
- CL advised that it was appropriate to create a distinct Policy and Procedure for dealing with allegations of inactions, rather than use the management of allegations procedures for this. There will be similarity in process but some distinct features. It was agreed that CSAS produce a draft document.

7. Items for information, to be noted.

7a CSAS

- 7aii) SAP Workplan - to be discussed with DM at next meeting.

7b NCSC

- 7bi) Budget Report – No secretarial costs since December. A shortlist for interviewees has been drawn up and the position should be filled by the next NCSC meeting.

7c Link Member reports

- 7ci) CL to follow up process adopted by Liverpool Risk Management Sub-Group in respect of reporting back and see if a similar process is adopted by other Commissions.
- 7cii) CP requested Link Member reports that are due to be sent in.

8. Items for discussion/agreement

- 8a) Review of National Training Modules: RO'D consulted with Safeguarding Coordinators and SAP and received 8 responses from Safeguarding Coordinators and 2 responses from SAP. SAP responses are to be considered in terms of any further revisions. It was suggested that compulsory Safeguarding Coordinator training should be proposed to the Bishops' Conference in May. RO'D to consult with CL in relation to including online safety in future training. The paper would also be further revised before submission to the Bishops to additionally propose: (i) the appointment of a national training officer (part of full-time role in CSAS); the creation of a national training database and (iii) increased detail on mechanisms for training evaluation.
- 8b) Model Constitution: EM has consulted Chairs and SAP members – will consult with the Conference of Religious and Catholic Insurance Service. Via financial secretaries, trustees have been consulted and there are different views about the relationship of commissions to dioceses and the degree of independence they have. This is to be further explored. The proposal is to pilot the Constitution for 12 months to make adjustments and pilot a survey in relation to the Constitution (Jesuits and Northampton). SS suggested consulting with Ampleforth about their Constitution for ideas. The draft is to be put before the Bishops in May 2019.

Post meeting note – a meeting is being convened with EM, RO'DM, KP and a financial secretary to review the draft model constitution. It will not proceed to the Bishops' plenary in May 2019.

- 8c) Expectations – national forms: Everyone is expected to use the forms in the national procedures manual forms library that are required, but they may add to the forms, providing that they do not remove required information.
- 8d) Marriage and Family Life (MFL) – development of liturgical resources to use with victims and survivors: CSAS and the SAP will be involved in the work going forward. It is envisaged that the resources could be used for the National Day of Prayer for victims. ~~SS~~It was suggested that members of clergy should also be involved in development of resources so that they can better understand the trauma of victims.

~~It was SS also~~ suggested that those developing the resources consult with relevant professionals so as to not unwittingly create further trauma by content or process when using them. CL and CP to raise at a meeting with MFL tomorrow.

- 8e) Episcopal Conference in Rome (Anglophone): Date and relocation of Anglophone meeting was decided without the consultation of key sponsor countries. CP has voiced concerns and will continue to do so.

9. Updates

9a. Update on actions by Bishops as a result of the September ad Limina statement (MS for report)

9b. Summit on “The protection of minors in the Church” (MS for report)

Both items deferred as MS was not able to attend meeting to provide an update. It was agreed that MS would be asked to provide an ‘out of committee’ update on these important issues.

10. Any Other Business

None.

12.30: Close of part one of the meeting

Dates of meetings 2019. All booked for 11.00-16.00

5th March 2019 Hinsley Hall, Leeds

4th June 2019 Lower Library, Archbishops House, London

2nd September 2019 Hinsley Hall, Leeds

3rd September 2019 Hinsley Hall, Leeds. NCSC Development day (to be confirmed)

3rd December 2019 Lower Library, Archbishops House, London