

DRAFT MINUTES – National Catholic Safeguarding Commission – Part 1

Tuesday 03 December 2019 – 11.00 – 16.00

The Lower Library, Archbishop’s House, Ambrosden Avenue, London SW1P 1QJ

Present: Peter Charlesworth (PC)
+ Mark Davies (MD)
Nicholas Edmonds-Smith (NES)
Eileen Glancy (EG)
Brendan Killeen (BK)
Elizabeth Manero (EM)
+ Paul Mason (PM)
Rachel O’Driscoll (ROD)
Chris Pearson (CP) – Chair
+ Marcus Stock (MS)

In attendance: Christine Edgar (CE) – CSAS Safeguarding Manager
Anna Gebski (AG) – NCSC Secretary (Minutes)
Colette Limbrick (CL) – CSAS Director
Dave Marshall (DM) – Survivor Advisory Panel
Kathy Perrin (KP) – Catholic Insurance Service

Apologies: n/a

1. Apologies for absence

None required.

2. Introduction and welcome

The Chair opened the meeting with a welcome to everyone, especially Sr Eileen Glancy who has joined the Commission as a representative of Conference of Religious and Peter Charlesworth who is the new Safeguarding Co-ordinator representative, replacing Mick Walker who has completed his two-year term of office. Everyone introduced themselves.

3. Opening Prayer

+Paul led the opening prayer.

4. Members declaration of interest and statement of confidentiality

There were no declarations made. Confidentiality was agreed.

5. Minutes of the meeting held on 02 September 2019

These were agreed with the following amendments:

- I. **Point 6a Action 11:** Only CL was to follow up Lourdes Baths procedures, not MS - amended.
- II. **Point 9f to read:** When the proposal for the alignment of Orders to dioceses as an unnegotiable requirement for ministry is supported by the confirmation of a Recognitio, alignment will be fully enforceable.

6. Actions Updates

The action plan was updated, and it was agreed to put this plan into a new format which will be done by AG and CL.

Point 1: Liability Training will be presented by the Catholic Insurance Service with two dates in January 2020 available north and south. NCSC and SAP members will be invited. The Risk Register, Business Plan and IICSA update will all be addressed during the Development Day on 04 December 2019.

Point 7: The Model Constitution for Diocesan and Independent Safeguarding Commissions was presented to the Bishops' Plenary in November 2019. CL is confirming whether it was approved for implementation of the pilot phase. EM was thanked for her contribution to this and will now move the pilot project forward.

Point 19: Bishops' Plenary in November 2019 approved the unnegotiable requirement for Orders to be aligned to a diocese irrespective of their ability to pay the annual levy. Bishops have the authority to require alignment or take action where an order does not comply with the requirement.

7. Items for information, to be noted

7 a - CSAS

7 ai – CSAS Staffing

- CL gave an update on CSAS staffing and confirmed that Liam Ring has now joined the team and with responsibility for national training. He has extensive experience in safeguarding and training and Members agreed this was a positive appointment.

7 aii – CSAS workplan and tracker

- CL shared the workplan tracker with the Commission and confirmed:
 - The parish pack is due to be available at the end of February.
 - A parish audit tool will be developed.
 - Consideration is being given to the core data required from dioceses and religious orders for future annual reports.

7 aiii – Annual Report – update on data sections

- The data is being analysed externally. The wider data will be published in pdf form and available on the website in January. CP and CL will provide some narrative to the data.

7 b – NCSC

7 bi – Budget Report

- CP met with the finance department in September and agreed a format for the budget report. The report for the third quarter to September 2019 was presented. It was noted that the Safe Spaces project has proved more expensive than anticipated. The NCSC Secretariat costs now sit within the CSAS budget. Members were reminded that in order to reduce costs travel should be booked ahead wherever possible. Mileage for volunteer car travel is currently at 22p per mile but CaTEW trustees should be asked to reconsider this. Annual Report printing costs will be reconsidered with alternative options to be explored.

7 bii – Website Update

Work is continuing on the website and a test site will be up shortly. ROD will support once the test site is available.

7 c – SAP

7 ci – SAP workplan

- DM informed Members that Cardinal Nichols has shared the SAP 6 key thoughts with all the bishops and suggested that they are used as a measure during audits, included within the Quality Assurance Framework and during Link visits. EM and CL will look into this.
- SAP members have been involved in the Safe Spaces tender process.
- A new SAP member joined the panel in October and another candidate is being interviewed in January.

- SAP members are involved in supporting other departments and their involvement with victims and survivors. They are currently supporting the development of a range of liturgical resources with the Marriage and Family Life department.
- DM met with representatives from Durham University who are running a research project called "*Boundary Breaking: Examining the cultural-ecclesial implications of the sex abuse crisis within the Catholic Church.*" CP will also meet with them. MS is already involved with this research as the CBCEW representative.

7 cii – SAP Review update

- Baroness Sheila Hollins will be at the next SAP meeting in January to give an overview of the progress of the review.

7 ciii – Leaflet and Information Sheet

- Hurt by Abuse leaflets have been produced by the SAP and distributed by CSAS.

8. Items for discussion/agreement

8 a – Complaints process

- CSAS had commenced drafting standards for managing complaints by victims and survivors and this work will now be incorporated into the development of national templates for policies and procedures to manage safeguarding related complaints, including complaints against Bishops and Religious Leaders, as mandated by the Bishops at their November plenary meeting. CSAS will progress this work with key stakeholders.

8 b – NCSC Guide for Professionals, NCSC Guide for Clergy and Religious

- CL presented two leaflets; one setting out a guide to safeguarding structures within the Church for an external professional audience, and one which is a guide for clergy and religious who are subject of allegations. CL confirmed that there is no distinction between the processes for historic or current allegations. CL and EM will further proofread the documents to ensure wording and all references are correct before the documents are published.

9. Any other business

9 a – Anglophone conference

- Members expressed concern that it appears this very worthwhile annual conference, which had Episcopal approval, will no longer take place. The sharing of experiences and ideas has supported the participants in developing safeguarding in their countries. Other countries need support to develop their processes. CP will write to Cardinal Nichols in support of the conference.

9 b – Independent Safeguarding Review updates

- Contrary to media reporting the appointment of Ian Elliott took just over one month from interview and his appointment to formalising the Terms of Reference. The importance of Ian's involvement in developing the ToR is to demonstrate an openness of collaborative working rather than the NCSC doing the ToR separately. Ian has started the review and will be meeting with various representatives within the Catholic Church in England and Wales. The NCSC expects to receive an update on the progress of the review in April 2020 and a final report in October 2020.

Dates and venues of future meetings:

Tuesday **03 March 2020** – Hinsley Hall, 62 Headingley Lane, Leeds – 11.00 – 16.00

Tuesday **02 June 2020** – London location TBA due to building work at Eccleston Square – 11.00 – 16.00

Monday **07 September 2020** - Hinsley Hall, 62 Headingley Lane, Leeds – 11.00 – 16.00

Tuesday **08 September 2020** - Hinsley Hall, 62 Headingley Lane, Leeds – 09.30 – 15.00

Tuesday **01 December 2020** - 39 Eccleston Square, London SW1 1BX – 11.00 – 16.00