

MINUTES – National Catholic Safeguarding Commission – Part 1

Tuesday 03 March 2020 – 11.00 – 16.00

Hinsley Hall, 62 Headingley Lane, Leeds. LS56 2BS

Present: Mr Peter Charlesworth (PC) (Safeguarding Co-Coordinators Rep)
+ Mark Davies (MD)
Fr Nicholas Edmonds-Smith (NES)
Sr Eileen Glancy (EG)
Fr Brendan Killeen (BK)
+ Paul Mason (PM)
Mr Patrick McDermott (PMD) (Commission Chair Rep, Leeds)
Ms Rachel O’Driscoll (ROD)
Mr Chris Pearson (CP) – Chair
+ Marcus Stock (MS)

In attendance: Ms Christine Edgar (CE) – CSAS Safeguarding Manager
Mr Ian Elliott (IE) - Chair, Independent Review Panel
Mrs Anna Gebski (AG) – NCSC Secretary (Minutes)
Dr Colette Limbrick (CL) – CSAS Director

Apologies: Mrs Elizabeth Manero (EM), Mr Dave Marshall (DM) – Survivor Advisory Panel, Ms Kathy Perrin (KP) – Catholic Insurance Service, Mr James O’Reilly (Commission Chair Rep Jesuits)

1. **Apologies for absence**

Apologies as above were received prior to the meeting.

2. **Introduction and welcome**

The Chair opened the meeting with a welcome to everyone, especially Patrick McDermott, who has joined the Commission as a Commission Chair representative and Ian Elliott who is chairing the Independent Safeguarding Review. Everyone introduced themselves.

3. **Opening Prayer**

+Marcus led the opening prayer.

4. **Members declaration of interest and statement of confidentiality**

There were no declarations made, but should they arise they will be noted. Confidentiality was agreed.

5. **Minutes of the meeting held on 03 December 2019**

The minutes were accepted by the Commission.

6. **Actions Updates**

The action plan was updated. The following was noted:

Point 1: KP will be requested to update the NCSC on liability following the CIS training offered in January. Focus on case studies. Schedule for the September development day.

Point 2: The new website will be tested tomorrow. Additional pages can be added when required for example to highlight key projects. The Communication strategy should be reviewed and updated in relation to the Business plan. Contact with the NCSC is available through the email address provided on the website but possibly an additional note should be added that the NCSC does not have any powers to investigate cases.

Point 7: The Model Constitution is almost ready and Cardinal Nichols needs to approve the pilot. EM and ROD will finalise this and inform the Commission.

Point 11: Pilgrimage Directors generally do not permit use of the baths for under 18s, unless accompanied by parents/carers or high levels of supervision by their own pilgrimage can be put in place. An Apostolic Co-ordinator has been appointed by the Pope to manage the centre. Continue to monitor the situation in terms of requesting information about incidents from Safeguarding Coordinators.

Point 17: CL is working with a small group of Financial Secretaries and two Safeguarding Coordinator representatives to prepare a national template complaints policy and procedure, and a policy and procedure for managing complaints against Bishops and Religious Leaders. A draft will be brought to the NCSC in due course.

7. **Items for information, to be noted**

7 a - CSAS

7 ai – CSAS workplan tracker

- CL highlighted the work around Quality Assurance. CP thanked CL and CE for their work on the QA in 2019. The Commission discussed the priority areas for 2020 and who would conduct the QA. As last year's focus was on the dioceses this year the focus should be on the Conference of Religious. The Commission agreed that CL and EG will scope the initial questions, methodology and resources required so that a decision can be made as to who will conduct the QA and whether further financial resources are needed to cover this.

7 aii – Revisions to national policy and procedure

- CL highlighted the changes to the revised Management of Allegations Policy as provided in the pre meeting documentation. Safeguarding coordinators will also be consulted about the key policy clarifications and also the final presentation. The Commission approved the changes and the document will be prepared to present to the April Bishops' plenary meeting for approval. ROD will support CL in the final preparation.

7 aiii – Draft 2019 audit overview report

- The overview report was presented. The 2019 focus for a 3-year period 2016-18 was on:
 - referrals to statutory authorities;
 - management of risk;
 - use of safeguarding plans.

The thematic findings were highlighted, as set out in the report. It was noted that individual recommendations were made to each diocese/religious commission in their individual reports. ROD suggested providing a revised safeguarding plan that sets out potential risk areas. PD will send CL a template in use elsewhere. The Commission accepted the findings of the report in principle and after minor amendments and the preparation of the suggested attachments the Chair and Vice-Chairs will agree the

final sign off. The report will then be sent to: Bishops to take to their trustees, Religious Chairs, Commission Chairs and will be published on the NCSC website.

Post meeting note – a template will not be attached to the final report as it will constitute a change that might require consultation. It will be dealt with as a separate matter.

7 aiv – Annual Report Data

- The further data analysis for the 2018 Annual Report will be produced in pdf format.

7 av – Revised Management of Allegations Policy

- See 7 aii

7 b – NCSC

7 bi – Budget Report

- CP presented the end of year report for 2019. Noted one aspect to check with Finance – see Action Plan

7 bii – Website Update

See 6 point 2 above.

7 biii – CofE Safeguarding Panel feedback

CP attended the last panel meeting. There was a presentation about Adults at Risk under the heading of Vulnerable Adults. The NCSC Commission will consider inviting representation from the CofE and other churches to discuss and share best practice.

7 biv – Meeting regarding Boundary Breaking project

CP met with Marcus Pound and Guiseppe Bollotta to discuss the Boundary Breaking project. They will be invited as speakers for the June development day,

7 c – SAP

7 ci – SAP report from DM

DM provided a written report prior to the meeting outlining current SAP work. The Commission acknowledged the valuable contribution of SAP as a sub-group of the NCSC over the last four years. Members considered the possibility of an SAP logo but agreed that currently any documentation presented by SAP would continue to be presented via the NCSC and with the NCSC logo.

7 cii – SAP workplan

- SAP workplan was circulated prior to the meeting.

7 ciii – SAP Review Report

- Baroness Sheila Hollins delivered the SAP Review at the end of January. Members considered the report which had been circulated prior to the meeting.
- Consideration was given to communications between NCSC and SAP. This is provided both through the SAP Chair attending two NCSC meetings per year, the NCSC Chair attending one SAP meeting per year and through the permanent NCSC to SAP link member.
- Further consideration will be given to appointing a vice-chair for SAP which would support the continuity of the panel as well as offer the opportunity for the vice-chair to attend NCSC meetings when the chair is unable.
- Members agreed to a development day for all NCSC and SAP members.
- SAP business will be addressed at the beginning of NCSC meetings.
- The Commission will further consider training provision and the development of an Independent Speakers Panel. The increased interest in direct training in dioceses provided by victims and survivors is restrictive for the current small group. SAP is an advisory service and should support the development of training programmes but delivering training itself as SAP members changes their status. Consideration needs to be given into developing a suitable framework in full consideration of the duty of care towards the victims and survivors providing training. Consideration will be given to the possibility of an

independent organisation providing training and therefore appropriately supporting the victim and survivor trainers that deliver the sessions. Resources for this project will also be considered.

- Currently the NCSC does not have the structure to provide for a SAP media profile.
- Further discussion around the SAP review report will take place at the next NCSC meeting which will be attended by Baroness Hollins. This also provides time for SAP to consider their view on the recommendations and offer suggestions for their implementation. EM, PM, CP, ROH, CL, MS will discuss further and provide a set of questions for the next SAP meeting.

7 civ – Week of Prayer for Survivors

- Members considered the proposal for an annual event of a week where prayers are offered for survivors. Members supported the proposal in principle but further considered a week of prayers around the broader safeguarding agenda which would include a day of prayer (a Sunday) for survivors. This could be linked time wise if possible, with national local authority and NHS initiatives around embedding safeguarding in the community.

8. Items for discussion/agreement

8 a – Link Visits

- As EM was unable to attend the meeting at the last minute, this point will be considered at the next meeting.

8 b – Headline Points from meetings

- Members considered providing headline points from the meeting to share with Safeguarding Co-ordinators and Commission Chairs. A two-ways communication of key headline points from Commission Chair meetings would be equally helpful.

8 c – Training Policy Paper

- ROD presented the paper circulated to members prior to the meeting. Members agreed that any deviation of the policy for any individual needs to be approved by the Safeguarding Commission and the bishop (eg. Retired clergy no longer in any ministry). The policy was accepted by all Members present.

8 a – Induction for new members

- A series of documents will be pulled together to support the induction of new Members. CP, CL and ROD will oversee this.

9. Any other business

9 a – Electronic safeguarding systems desktop audit

- Safeguarding Co-ordinators responded to a questionnaire. Pamis are the main choice of dioceses. Further consideration will be given to the options for an integrated system after the Safeguarding Independent Review provides its feedback on the structure and safeguarding arrangements in the Catholic Church in England and Wales.

9 b – Independent Safeguarding Review updates

- IE informed Members of the current progress of the inquiry he is chairing. The panel has been appointed, a number of meetings with stakeholders have taken place and others are in the diary. Seventy-three responses were received to the questionnaire and these are now being analysed. A preliminary report will be presented to the Bishops' Conference at the plenary in April.

9 c – NCSC Annual Report 2019

- Data and information for the report is currently being collected and collated. Dioceses will be invited to offer innovative practice examples for the report.

9 d – International Safeguarding Event

- On the back of the success of the Anglophone conferences an International Safeguarding Conference is being planned for 29 June – 02 July 2020 in Rome. Further details will follow and representation at the conference will be confirmed.

9 e – Additional Development Day – June 2020

- Members agreed that the additional development day will take place on Wednesday 03 June 2020 and the venue will be at the Daughters of Charity of St Vincent de Paul Provincial House in Mill Hill. Baroness Sheila Hollins will be in attendance.

Dates and venues of future meetings:

Post meeting note – during Covid-19 pandemic restrictions the work of the NCSC continues through electronic and virtual meetings.

Tuesday **02 June 2020** – Archbishop’s House, Ambrosden Avenue, London SW1P 1QJ – 11.00 – 16.00

Wednesday **03 June 2020** – Daughters of Charity of St Vincent de Paul, Provincial House, The Ridgeway, Mill Hill, London NW7 1RE,

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

Date for **SAP development day** potentially 02 October 2020 – tbc

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

Wednesday **02 December 2020** – location tba