

NATIONAL CATHOLIC SAFEGUARDING COMMISSION

Minutes of the meeting held on Tuesday 13th December 2011 from 11.00 to 16.00

At: the Lower Library, Archbishop's House, Ambrosden Avenue, Westminster, London SW1P 1QJ

Present: Bishop Declan Lang (chair for the meeting)
Sister Jane Bertelsen
Bishop John Arnold
Roger Bird
Father Matt Blake
Valerie Brasse
Kevin Caffrey
Philip Dand
Bishop Peter Doyle
Terry Grange
Susie Hayward
Brother Aidan Kilty
Father Kristian Paver

In attendance: Adrian Child, Director CSAS
Carol Parry, Learning and Development Adviser, CSAS
Rose Anderson, Secretary NCSC

- 1 **Apologies for absence** were received from Elizabeth Hayes.
- 2 **The Opening Prayer** was lead by Declan Lang

Declan Lang opened the meeting by advising members that Baroness Scotland had decided to step down from her role as Chair of the NCSC due to the increasing pressures in other areas of her work.

Members regretted the resignation, but **agreed that** the position should be advertised as soon as possible. **(ACTION: Vice Chairs and RA)**

- 3 **The minutes of the meeting** held on 13th September 2011 were accepted as a correct record.

- 4 **Matters arising from the minutes of 13th September 2011**

4a. Action List:

- 4 *National and Diocesan Directories-* to be followed up **(ACTION: JB)**

Letter from Cardinal Levada

Jane Bertelsen advised that work had commenced on the response and the next stage would be to discuss the formation aspects of the letter with the seminary rectors as we do not really know what is being taught.

- 6 *Information Sharing Guidance*

Carol Parry advised members that the draft document had been updated. There had been no feed back from the CoR Executive. The Training Plan for this had not been finalized. It was noted that Kathy Perrin of CCIA had offered to assist with the training. **It was agreed that** work continue to obtain agreement on the policy.

(ACTION: CP)

- 8 *"From Grief to Grace" a retreat fro those affected by abuse*

Jane Bertelsen had spoken to Archbishop Smith and to Fr Dominic Allain, the priest who is running the retreat, and she felt this could be a valuable addition to our

resources for those who have been affected by abuse. She hopes to meet with Fr Dominic before Easter.

Jane agreed to send a copy of the programme to Adrian Child. **(ACTION: JB)**

4b Other matters arising, not already on the agenda.

7a *Working with Survivors- NAPAC Training.* Valerie Brasse asked about this programme and Adrian Child confirmed that this training had taken place in November.

There were no other matters raised.

5 **Papers/items to be noted**

5a CSAS

i. Management Group – Minutes 11th September and 5th December 2011

The minutes of the meetings were noted.

Declan Lang advised that there had been discussion about the relationship between the NCSC and CSAS and that there was need for clarity on this. This would be helped by members of the NCSC working with individual Dioceses and Commissions.

He also advised that there had been discussion on the way in which CSAS works within the Department of Christian Responsibility and Citizenship- and a suggestion had been made that the Dept meetings could include themes, enabling the different sections to expand on their work.

ii. Budget and Workload

Members were concerned that Adrian Child had not yet been informed of the CSAS budget for 2012.

Declan Lang advised that a meetings had been held with possible donors who were concerned to ensure that Safeguarding within the Church, especially working with survivors, should be supported.

iii. CSAS Workload Tracker

The paper which had been circulated prior to the meeting was noted.

Valerie Brasse asked about progress with the Audits of the Diocesan Commissions. Adrian Child confirmed that all audits for 2011 had been completed. The plan for 2012 included 7 audits and the remainder would be carried out in 2013.

5b NCSC

i. Budget report 2011 and budget for 2012

Rose Anderson referred to the paper which had been circulated prior to the meeting. Members noted that there would be no increase in the budget for 2012 and expressed concern at the potential increase in expenditure as members travelled to the Dioceses in their role as link members.

ii. Website report

The report, circulated prior to the meeting, was noted.

Members asked for report showing the changes in website activity since its inception. **(ACTION: RA)**

iii. Restructuring of Safeguarding Commissions

Adrian Child advised that there would be a Project Board meeting the following day (14th December). There is some minor slippage in the programme; Questionnaires had been sent to **all** Provincials with houses in England and Wales and to date 80 – 90 had still not replied; The data from the replies had been uploaded onto the newly

created database; The draft of the future model, which still had three options, would be available for March; the training needs analysis was going well. Four half day briefing sessions had been organised, with 280 replies so far. Adrian advised that there was still some concern within the Mixed Commission about the Religious joining a Diocesan Commission. Jane Bertelsen reminded members that if a case was reported this would still be the responsibility of the Congregation Leader.

iv. National Conference 2012- Opening address

In the absence of a Chair to give the opening address at the conference on 15th February **it was agreed that** Terry Grange would take on this responsibility.

(ACTION: TG & AC)

v. Anglophone Conference 10-14 February 2012-Rome

Rose Anderson reported that all arrangements were now in place for the NCSC delegates, Bishop John Rawsthorne, Valerie Brasse and Susie Hayward, to attend the Conference in Rome from 10 – 14th February.

vi. NCSC Membership

Members were reminded that the first term of office for 4 members would come to an end in July 2012. These were Declan Lang, Matt Blake, Kristian Paver and Valerie Brasse. Declan Lang and Matthew Blake were prepared to accept a second term of office if nominated by CBCEW and CoR respectively. Kristian Paver and Valerie Brasse agreed to consider whether to serve a second term.

(ACTION: DL, MB, KP &VB)

6 Papers/items for discussion/approval

6a Annual Report 2011/2012 Timeline

Members noted the timeline for the production and publication of the Annual report. **It was agreed that** the launch and press conference should be held on Tuesday 24th July 2012.

(ACTION: RA)

7 Items for debate

7a Working with Survivors of Abuse: Report from Bishops' Conference Nov 2011

Jane Bertelsen advised members that the NCSC had received a very positive hearing at the Bishops' conference in November and that they had felt very supported by the Bishops.

The Bishops had produced a statement at the end of the conference expressing their commitment to supporting survivors of abuse.

7b Towards a Culture of Safeguarding

Members noted the amendments to the draft document following wide consultation. There were some issues which required further clarification and **it was agreed that** when these had been completed the final draft should be circulated to members for further comment before publication on the NCSC website in February.

(ACTION: CP & RA)

IT was also agreed that the document should be launched at the Bishops Conference (Low week), at the CoR AGM and at the National Safeguarding Conference in February.

(ACTION: CP)

7c Strategy –to review the notes of 4th November meeting

The notes of the meeting held on 4th November to discuss Strategy had been circulated prior to the meeting.

i. *Review of priorities*- these were agreed

ii. *Structures/Authority Sub Group*

Terry Grange referred to the notes of the Subgroup looking at structures and Authority, emphasising:

- That the NCSC is clearly mandated by the Bishops
- the need for direct links with the Diocesan Bishops and Commission chairs
- the need for functional leads within the membership of the NCSC
- the importance of Audit.

It was agreed that Valerie Brasse would be the lead member for Audit and that all members would take on a link role with one or more Diocesan Bishop and Commission Chair.

The link role would include regular contact with the Bishop and Diocesan Chair and attending at least one diocesan commission meeting each year. **(ACTION: All members and RA)**

iii. *Communications Sub group*

Matt Blake referred to the papers circulated prior to the meeting highlighting the following points:

- The need for a communications strategy
- The need for a independent media support and advice and clarity on the relationship between the NCSC and Catholic Communications Network(CCN)

It was agreed that Alexander DesForges (CCN) should be invited to meet with the NCSC to discuss these issues. **(ACTION MB)**

iv. *Writing the strategy document*

Members agreed the outline section headings for a Strategy and it was agreed that Rose Anderson should produce a first draft. **(ACTION: RA)**

8 Any other business

Kristian Paver asked about the criteria for CRB disclosure as he had received a request form a Diocesan Coordinator. Adrian Child advised that these are available within the National Polices.

9 Date and time of meetings in 2012

- The next meeting will take place on Tuesday 13th March at 11.00 in Archbishop's House.
- Several members would be unable to attend the meeting scheduled for 12th June and **it was agreed** to change the date to 25th June (Monday). Venue to be confirmed.
- September 11th, venue to be confirmed
- December 11th in Archbishop's House