

NATIONAL CATHOLIC SAFEGUARDING COMMISSION
Minutes of the meeting held on Tuesday 9th December 2014
from 11.00 to 16.00

At: The Lower Library, Archbishop's House, Ambrosden Ave, Westminster, SW1P 1QJ

Part 1

item 5a

Present: Danny Sullivan (Chair)
James Boner
Philip Dand
Mark Davis
Lorna Duggan
Peter Houghton
Brendan Killeen
Philomena McCluskey
Rachel O'Driscoll
Christopher Pearson
Marcus Stock
Dianne Swiers

In attendance: Adrian Child, Director, CSAS
Rose Anderson, Secretary, NCSC

1 Welcome to new members:

The Chair welcomed the new members representing the Bishops' Conference -Bishops Mark Davies and Marcus Stock and informed members that Bishop Marcus Stock would be Bishop Vice Chair. All present introduced themselves.

Apologies for absence- received from John Arnold and Denise Moultrie

2 Opening Prayer was led by Marcus Stock

3 Members declaration of Interests and statement of Confidentiality.

There were no declarations of interest.

4 Minutes of the meeting held on 9th September 2014

These were accepted as a correct record

5 Matters arising from the minutes of 11th March 2014

5a. Action List:

Item 6a i.

Journey of a Survivor- Adrian Child advised that Carol Parry is working with a number of survivors tracking what happened to them. They will be presenting this at the National Conference and it was suggested that they should be asked to present to the NCSC

Parish Pack Dianne Swiers informed members that she had attended the Safeguarding Coordinators meeting and the proposals had been well received and supported.

Item 6a ii. CSAS Budget – Staffing Budget,

The Chair advised that information was still awaited from Finance. Marcus Stock informed members that money had been allocated to bring forward the appointment of the new Director of CSAS to March. Peter Houghton asked when Adrian Child would leave his

position and Adrian advised that he would formally step down at the end of February but would then works informally with his successor. He also advised that Carol would be working part time.

Item 7b- Communications Strategy

Dianne Swiers advised that Rachel O'Driscoll had joined the Communications Subgroup

Item 7d- Annual Report

The Chair advised that "Coast Communications" had worked well with the NCSC on the Annual Report launch and publicity. However for other PR work another company had been identified.

Item 7i. Bishop Vice Chair

The appointment of Marcus Stock as Bishop Vice Chair had been announced earlier in the meeting.

Approval of Policies

The Chair advised members that Marcus Stock had written a revised version of this policy and **it was agreed that** briefing paper be written, outlining the reasons for the changes and sent to CoR for approval. **(ACTION: MS & JB)**

The revised version would also be presented to the Bishops for their approval.

5b Other matters arising, not already on the agenda.

Item 7d. Annual Report.

Rachel O'Driscoll asked if there had been any progress with Bishops writing a pastoral letter on safeguarding. Members were reminded that this had been a suggestion. It was noted that it may be appropriate for this proposal to be linked to the launch of the eLearning programme. Mark Davies reminded members that a Joint pastoral letter had been issued by the Bishops 41/2 years ago asking for reparation for the actions of clergy.

6 **Papers/items to be noted**

6a CSAS

i. CSAS Workload Tracker

There were no issues raised.

ii. CSAS Business Plan

Adrian Child informed members that there would be a CSAS Team meeting the following day when the business plan would be revisited.

6b NCSC

i. Budget Report

Rose Anderson referred to the budget report which had been circulated prior to the meeting. The expenditure was separated into "regular" from the revenue budget and "other" from the reserve. There had been a number of projects funded from the reserve, including the work with Coast Communications. It was suggested that the cost of working with a Communications company be included in the revenue. The Chair advised that this would require a review of the budget and he invited members to join the Budget subgroup. **(ACTION: ALL)**

ii. Website report

Rose Anderson presented the paper which had been circulated prior to the meeting. There had been 4,000 web visitors in the previous 3 months from a wide range of countries.

There had been 7 on line contacts and 3 telephone contacts requiring further action.

One of the contacts was an invitation to attend a Westminster Debate on how faith communities deliver on safeguarding. The Chair had attended and spoken at the debate. Many faiths were represented and the press had been present.

Another contact was from the De LA Salle Brothers with a press release concerning a current court case. The Chair advised members that he had been impressed with the statement which gave an unequivocal apology. The Chair had been interviewed on the radio about this case. As some members had not seen the statement **it was agreed** that this should be circulated. **(ACTION: RA)**

There was discussion on the impact on liability if an unequivocal apology was issued. John Rogers advised that this was dealt with on a case by case basis and recently CCIA have run seminars for Trustees on liability. It had been suggested that the seminar be run for the CaTEW trustees and John offered the same to the NCSC.

7 **Items for discussion/debate**

7a Working with Survivors of Abuse

Rose Anderson reported that the Task and Finish Group, looking at proposals for a survivor advisory group to the NCSC had now met twice and was working through the Terms of reference and make of for the proposed group. A further meeting was scheduled for January and it was anticipated that a paper outlining the proposals would be available for the March meeting of the Commission.

Adrian Child informed members that he had recently met with a group of people who had suggested that there should be an offender advisory group. There was discussion on the impact of sex offenders treatment programmes. It was suggested that there could be some feedback from offenders through the management of Covenants of Care.

There was a discussion on the management of priests and laicisation. It was suggested that the Lucy Faithfull Foundation be asked if they would discuss these issues.

(ACTION: AC)

7b Communications Strategy

i. Discussion paper

Dianne Swiers informed members that she had been working with a small subgroup to look at Communication issues. She referred to one on line communication from a member of the public who described the difficulties he had when trying to find safeguarding information on Church websites.

She advised that the subgroup had been looking at 3 strands of communication:

a. A poster for the parishes

The draft versions of the poster were tabled. The Safeguarding Coordinators had seen these and suggested that the image of the Pope's hands holding another person's hands should be adopted as the safeguarding brand. The preferred option was agreed. Dianne advised that the poster could be emailed to each parish were the local information could be added.

b. Websites

Dianne informed members that she had reviewed the diocesan websites and found variation in the way safeguarding was presented and accessible. She had discussed this with the Safeguarding Coordinators who had suggested 2 diocesan websites as good examples. Dianne advised that she is working with an agency on the proposals for what should appear on each website.

It was suggested that the Religious Orders which are linked to Commissions in Dioceses should include a link on their website. James Boner agreed to look into this.

Marcus Stock suggested that as much of the information was generic it should be on the NCSC and CSAS websites, with each Diocese/Commission having a link to them, thus having only local information on the local website.

c. Information leaflets.

Dianne advised members that the group would look at information leaflets in the New Year, including one to explain to other organisations about the Covenant of Care. It had been suggested that this work could be publicised at the national conferences of the various professional bodies involved in safeguarding.

Another leaflet could cover advice to Bishops, Religious Leaders and Trustees on their communications with victims.

7c CSAS Relocation Project Plan - update

Adrian Child advised members that the programme is running to time.

He advised that Carol Parry would be working from home and visiting the London office. Jacqui would be working from home on Ebulk issues. There were 4 staff in the London office. Adrian informed members that he had concerns about the information security-particularly in relation to DBS and personal information. Peter Houghton complimented the London staff on their telephone skills.

7d Parish Audit Project

Lorna Duggan tabled a paper outlining the project plan which had been implemented in the Portsmouth Diocese. She advised that the final report should be available in March.

7e Link Members

i. Reports

Philip Dand reported on his visits to Hexham and Newcastle and Salford Commissions.

Rachel O'Driscoll reported on her visit to Middlesbrough Commission.

Dianne Swiers reported on her visits to the Leeds, Ampleforth and Sisters of Mercy Commissions. None of these commissions had been visited before and would like the links to continue. There had been some difficulty in recruiting members to the Sisters of Mercy Commission. The Chair suggested that a leaflet outlining the role of Commissions and their members may be useful.

Philomena McCluskey advised that she would be attending a meeting of the Shrewsbury Commission later in the week.

Christopher Pearson would be visiting Northampton later in the week

There was discussion on the importance of attending a Commission in order to understand the dynamics of the Commission and to establish a relationship with the members and staff.

ii. Allocation of link members to vacancies

Link members were allocated as follows:

Clifton – Marcus Stock

East Anglia – Marcus Stock

Liverpool – Christopher Pearson

Westminster – Rachel O'Driscoll

The Chair agreed to approach Denise Moultrie to be the link member for Cardiff.

7f Anglophone Conferences

i. Delegates for 2015 (21-24 June 2015 in Rome)

It was agreed that the three delegates from the NCSC would be: Marcus Stock and Christopher Pearson and the third place would be taken by either the new CoR representative Vice Chair with Rachel O'Driscoll as reserve if the Vice Chair was not able to attend.

(ACTION: RA)

- ii Working group for 2016
As England and Wales would be responsible for organising the conference in 2016 **it was agreed that** the following members would form an organising group: Marcus Stock, Rachel O'Driscoll and Christopher Pearson. It was noted that the Director of CSAS, the NCSC Secretary and the CSAS Office Manager would also be part of the group **(ACTION: Group)**

7g NCSC Membership and Terms of Office

i Appointment of Bishop Vice Chair

The Chair confirmed, as previously noted in the meeting, that Bishop Marcus Stock would be the Vice Chair representing the Bishops' Conference.

ii Appointment of Religious Vice Chair

The Chair asked if the CoR had made any progress with the appointment of the Religious Vice Chair. James Boner advised that this was for further discussion at the CoR meeting later in the week

iii Vacancies

Rose Anderson referred to the paper which had been circulated prior to the meeting. This showed the terms of office for current members and those post due for replacement or confirmation of a second term.

It was agreed that the Canon Law Society be advised that the first term of office for Brendan Killen would finish in June 2015 and their approval of a second term be sought.

It was agreed that the Chairs of Commissions be approached concerning the appointment of a representative to replace Lorna Duggan. They should also be advised that Peter Houghton, who had recently been appointed Chair of Westminster Commission, would be prepared to stand as a representative. **(ACTIONS: Chair & RA)**

It was agreed that there should be further discussion on the means of advertising for the Lay vacancy on the Commission and following the discussion the position would be advertised. **(ACTION: Chair/DSw & RA)**

7h National Chairs' Meeting

Dianne Swiers advised members that short questionnaire had been devised and this would be sent out to Chairs in January. **(ACTION: AC)**

Dianne informed members that she had attended a meeting of the Safeguarding Coordinators and that they all appreciate Adrian Child's contribution, but also found it useful to have a member of the NCSC present.

It was agreed that members should volunteer to attend future Coordinators meetings and that the dates be circulated. **(ACTION: RA & ALL)**

7i Preliminary Enquiry Protocol

Adrian Child advised that the amendments had been completed.

7j Lourdes and Safeguarding

Dianne Swiers referred to the paper which had been circulated prior to the meeting.

The Safeguarding Coordinators had raised a number of concerns about safeguarding in Lourdes and the consensus was that there should be a national policy for safeguarding for pilgrimages. It was noted that guidelines already exist for World Youth Day.

It was proposed that the policy should cover:

- Being on a pilgrimage, including concerns about personnel at a venue /jurisdiction
- Guidelines for a group contemplating taking pilgrims to another place.

It was agreed that a policy be developed. **(ACTION: AC)**

7k Audit of Independent Commissions

Members noted that there had been one Independent Commission Audit. The methodology had been successful and it was suggested that this format be used for future audit of all commissions.

7l Management Structures

Chris Pearson and Rachel O'Driscoll informed members that they were working on a paper which would be presented to the Safeguarding Coordinators in February and then to the NCSC in March. **(ACTION: RO'D & CP)**

There was discussion on the need for appropriately qualified personnel in the Coordinator posts and for them to have access to professional supervision and annual appraisal.

Reference was made to a book "When Pastors Prey" and **it was agreed that** copies should be purchased for members. **(ACTION: RA)**

7m **NCSC Away day 11th March 2015**

It was agreed that The Chair, Dianne Swiers, Christopher Pearson and Rachel O'Driscoll would discuss the programme for the away day in a teleconference.

(ACTION: Group & RA)

8 **Any other business**

There were no items raised.

9 **Date and time of meetings in 2015:** 10th March, 9th June, 8th September and 8th December.

In the Lower Library, Archbishop's House, Ambrosden Avenue, Westminster, London SW1P 1QJ.