

NATIONAL CATHOLIC SAFEGUARDING COMMISSION
Minutes of the Meeting

held on Tuesday 9th June 2015 from 11.00 to 16.00

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

Part 1

Present: Danny Sullivan, Chair
John Arnold
James Boner
Peter Houghton
Brendan Killeen
Philomena McCluskey
Denise Moultrie
Rachel O'Driscoll
John Rogers
Lyndsay Spendelow
Dianne Swiers
Lindsay Voss

In attendance: Adrian Child, CSAS
Colette Limbrick, CSAS
Carol Parry, CSAS
Rose Anderson, Secretary, NCSC

1 **Apologies for absence** were received from Marcus Stock, Mark Davies, Chris Pearson and Philip Dand

The Chair welcomed Lindsay Voss to the Commission. Lindsay had been appointed as a Lay Member. He also welcomed Colette Limbrick who would commence her role as Director of CSAS on 21st June 2015. Introductions were made.

2 **The Opening Prayer** was led by Lyndsay Spendelow.

3 **Members declaration of Interests and statement of Confidentiality**
There were no declarations

4 4a **Minutes of the meeting held on 10th March 2015**
These were accepted as a correct record

4b **Notes of the Away Day discussions held on 11th March 2015**
These were accepted as a correct record.
The Chair referred to the discussion on work with offenders and suggested that this should be followed up with Donald Findlater (Lucy Faithfull Foundation).

5 **Matters arising from the minutes of 10th March 2015**

5a. Action List from 10th March 2015
Item 5a- National Policies

James Boner advised that there was one issue still to be agreed with the lawyers. He also advised that the bishops were being asked to request recognition.
The Chair asked that James and Marcus Stock report on this at the next meeting.

(ACTION: MS&JB)

Adrian Child advised members that “recognitio” had been explored several times; the Bishops of the USA had gained recognitio and then found that every change to the policies fell outside recognitio.

James advised that with recognitio all religious order would have to conform. **It was agreed that** it would be useful to have a recognition that ensured all safeguarding policies that had been duly approved by NCSC would automatically be covered, if this were possible.

Item 5a National Policy for Pilgrimages

The Chair advised members that Marcus Stock would be writing to the Bishop of Tarbes concerning pilgrimages to Lourdes. **(ACTION: MS)**

Item 5b Training for Trustees.

John Rogers advised that this is with the CaTEW for suggested dates **(ACTION: JR)**

Item 5b- Parish Audit

Rose Anderson informed members that this Audit Report had not been completed. The Chair agreed to write to the new Chair of the Portsmouth Commission. **(ACTION: Chair)**

Item 6a-CSAS away day

Adrian Child advised that this had taken place

Item 7m –Research Proposal

Carol Parry had discussed the NCSC comments with the University. They had agreed to produce a more detailed paper and would be happy to meet with members of the NCSC. **It was agreed that** Colette Limbrick and Carol Parry should continue to liaise with the University. **(ACTION: CL&CP)**

Item 8- Launch of E-learning

It was agreed that the paper should be circulated to members. **(ACTION: CP&RA)**

5b Other matters arising, not already on the agenda.
There were no matters raised

6 **Papers/items to be noted**

6a CSAS

i. CSAS Workload Tracker

Carol Parry reported that this had been updated and showed that the Annual Report and National Conference work was now on schedule.

She also advised that a member of staff would be leaving and this would impact on the DBs work.

ii. CSAS Business Plan

It was agreed that Colette Limbrick would review the business plan. **(ACTION: CL)**

6b NCSC

i. Budget Report

Rose Anderson referred to the paper which had been circulated prior to the meeting. This showed the reserves carried forward from 2014.

Approval of signatory for expenditure

It was agreed that Chris Pearson, Lay Vice Chair would become a signatory for the commission’s accounts, replacing Denise Moultrie. **(ACTION: RA)**

Report from subgroup meeting 28th April 2 015

The Chair advised members that there had been a meeting of the Budget Subgroup when the following issues were raised:

- There was a need to make a case for the work of the NCSC- possibly comparing it to the work of a Local Authority structure and budget. This should demonstrate what the NCSC does and the work of the members should be costed, however it was important that the NCSC was fit for purpose.
- Costs for the Survivor Advisory Panel should be included in the budget.
- CSAS costs should be reviewed and included
- The costs of setting up a Board for the Pastoral Support Project should be costed
- Members were disappointed that remuneration for the Chair had not thus far been forthcoming. They emphasized the importance of appropriate remuneration for such an important position

The Chair asked members to approve the funding for one year of the Survivor Advisory Panel from the NCSC reserves. **This was approved.**

(ACTION: DM)

ii. Website report

Rose Anderson presented the report which had been circulated prior to the meeting. It was noted that the number of visits to the website continued to increase.

7 **Items for discussion/debate**

7a Working with Survivors of Abuse

Survivor Advisory Panel to the NCSC- proposal

Denise Moultrie informed members that following the March meeting of the Commission the proposal paper had been amended and circulated to the Task and Finish Group for agreement. She added that now that funding had been approved for the first year she would look at the recruitment for the Chair and then at membership. She suggested that it would be helpful to have a member of the Task and Finish Group on the Panel.

(ACTION: DM&RA)

It was noted that the Panel may be helpful to the Goddard Inquiry.

7b Communications Strategy

Dianne Swiers advised members that the poster had been discussed at the Safeguarding Coordinators meeting and further comments had been made and considered. NCSC members approved the version circulated with the removal of the word "Parish" so that it could be used by all safeguarding coordinators, and changing vulnerable adults to adults at risk. The subgroup was still working on the leaflets concerning the role of the Commissions and Covenants of Care. She advised that the poster should be ready for launch after the launch of the Annual Report. The Safeguarding Coordinators had been asked how many of the folding "credit card" leaflets were required and CSAS were collating this information. Colette Limbrick would take over this work, once she was settled in post.

7c CSAS Relocation - update

It was noted that relocation was complete and Colette Limbrick would commence as Director on 21st June.

7d Parish Audit Project - update

Covered in item 5a.

7e Link Members Reports

- a. John Arnold referred to his paper outlining his recent visit to the Jesuit Commission and questions about adults at risk.

It was suggested and agreed that Chris Pearson's paper on Adults at Risk be sent to the Chair of the Commission. **(ACTION: Chair)**

- b. Denise Moultrie advised members that she had attended a meeting of the Cardiff Commission in the previous week. They had raised the issue of information sharing between dioceses and had requested a formal review of this. It was suggested that the Chairs of the dioceses involved should discuss this in the first instance and if the issue was not resolved it should be fed back to Colette Limbrick. **(ACTION: PH)**
- c. Peter Houghton advised members that he had met with the Archbishop, Chair and Safeguarding Coordinator in Southwark and then attended a meeting of the Commission. He had been impressed by the discussion which took place and their communications with the Metropolitan Police. The Chair advised that he had written to the Police Commissioner requesting cooperation with the dioceses and his reply had indicated that this was being addressed.

7f Anglophone Conferences

i 2015 (21-24 June 2015 in Rome)-country report

Members noted the report which would be presented to the Conference.

Rose Anderson confirmed that all arrangements for flights and accommodation for delegates had been made.

ii Working group for 2016 – update

Rose Anderson advised members that the first teleconference of the subgroup had taken place and that delegates for the 2015 conference would undertake some fact finding in preparation for 2016.

7g National Chairs' Meeting

This item was deferred

7h Audit of Independent Commissions

Adrian Child reported that one had been completed, another would take place later in the week, leaving four to be arranged.

7i Management Structures

This item was deferred

7j Annual Report

i. The content was agreed

ii. Publication date and press conference was agreed as 30th July 2015

iii. Layout. It was agreed that option 1 was preferred with the inclusion of infographics from option 2. Inclusion of colours for different themes was approved. The cover picture should be changed and replaced with the picture of the Pope's hands which had been agreed for the parish poster, thus maintaining the corporate image of the Commissions documents.

(ACTIONS- RA to liaise with design company and printers and organise press conference

Chair and Vice Chairs to attend press conference)

iv. Priorities for 2015/2016

The Chair suggested that a meeting with Chairs of Commissions and Safeguarding Coordinator should be held to agree joint priorities.

(ACTION: Chair)

7k Policy approval -update

Covered in item5á

8 **Any other business**

Dianne Swiers raised the issue of the recently published Methodist Inquiry and how they had conducted their review.

Adrian Child informed members that they had asked about the Catholic Church's Past Case review process, carried out in 2004-2008, and reviewed their files accordingly.

Members asked for information about this process and **it was agreed that** this would be made available for the September meeting. **(ACTION: CP & RA)**

9 **Date and time of next meeting:** 8th December. 2015

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

The Chair presented Adrian Child with a gift, on behalf of current and past members of the NCSC, and thanked him for his work as Director of CSAS, his considerable contribution to the development of Safeguarding in the Church and wished him a happy retirement.