

**NATIONAL CATHOLIC SAFEGUARDING COMMISSION**  
**Minutes of the Meeting held on Tuesday 6<sup>th</sup> June 2017 from 11.00-16.00**  
**At: CBCEW, 39 Eccleston Square, London, SW1V 1BX**

**Present:** Chris Pearson (Chair  
James Boner JB  
Mark Davies MD  
Philomena McCluskey PMcC  
Rachel O'Driscoll R O'D  
Elizabeth Manero EM  
Lyndsay Spendelow LS  
Lindsay Voss LV  
Mick Walker MW  
Brendan Killeen BK  
Dianne Swiers DS  
Peter Houghton PH

**In attendance:**  
Colette Limbrick CL  
Bernadette Speakman, Secretary NCSC BS

1 **Apologies for absence** have been received from: Marcus Stock, Paul Mason, Dave Marshall  
Stephen Spear and Kathy Perrin.

2 **Introduction of new members:**  
CP welcomed everyone to the meeting, and thanked them for their attendance today. In addition,  
Dianne Swiers was welcomed back as a Diocesan Chair of Commission, from the Diocese of  
Middlesbrough and representing Chairs of Diocesan Commissions.

3 **The Opening Prayer** was led by Lyndsay Spendelow

4 **Members declaration of Interests and statement of Confidentiality**  
There were no declarations made. Confidentiality was agreed.

5 **Minutes**

**4a Minutes of the meeting of 7<sup>th</sup> March 2017:** These were accepted as a correct record,  
pending 2 minor spelling corrections.

6 **Matters arising from the minutes of 7<sup>th</sup> March 2017**

6a Action List from 7<sup>th</sup> March 2017

- *Link Member Role review:* to be rearranged for June 2018.
- *Safeguarding Structures:* the flow chart and background information is awaiting upload.
- *Training for Trustees on Liability:* KP to confirm at September meeting.
- *Communication Strategy/Web development:* This will be reported at the September meeting
- *Integrity in Ministry:* Fr Paul Smyth is now the Chair. JB

6b Other matters arising, not already on the agenda.  
There were no matters arising which were not on the agenda.

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## Items to be noted

### 7a CSAS

- i. *CSAS Work Tracker*  
CL reported that there had been no changes :
- ii. *I/CSA*  
This item was discussed in part 2

### 7b NCSC

- i. *Anglophone Conference report for England and Wales*  
It was noted that this had purposely been kept short to meet the requirements set by the conference organisers. It had been forwarded to the Scottish Safeguarding Commission for inclusion in conference papers. Members agreed that the content reflected the work and progress of the Commission, and thanked Chris and Colette for their work.
- ii. *Budget Report*  
The simpler version of the first quarter report, as requested, was tabled for information. CP informed members that he was planning to meet with finance together with BS to ascertain if we could restructure the budget report lines to meet NCSC requirements **(ACTION CP/BS)**
- iii. *Web Report*  
The report was tabled for information and discussion, and it was confirmed by BS that it was possible to obtain data regarding which parts of the country and the world the web page takes "hits" from, and also which pages within the website have been explored.  
**(ACTION BS)**

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## Items for discussion/agreement

### 8a Feedback from launch of the Annual Report

- This was undertaken as an early morning press briefing this year, on advice from CCN. Press were invited using the distribution list obtained from CCN, and prior to the event they received an emailed copy of the report, which was embargoed until after the time of the briefing, when it was also then launched on the NCSC website.
- Two members of the press attended-The Tablet and Christian Today were represented.
- The panel consisted of Chris Pearson, Lyndsay Spendelow, Rachel O'Driscoll and Colette Limbrick. Also in attendance were Maggie Doherty, Deputy Director, CCN and Eileen Cole, Media Officer CCN.
- CP welcomed the press, and explained that the purpose of this morning was to encourage any questions about the information supplied and allow for discussion and comment. He also reported that 96% of parishes now had safeguarding representatives. Those present introduced themselves.
- Concern had been expressed by the press regarding those religious orders not aligned to a Safeguarding Commission. It had been explained that work had taken place in the past to identify orders in this category and ensure alignment but, despite this, a small number of orders remained unaligned. It was agreed that further work (i.e.: identification and management) needed to take place to ensure that the status of this small number was addressed. The necessary actions for the Commission, in cooperation with the Conference of Religious, will be discussed in Part 2 of the meeting.

8b SAP update

In the absence of Dave Marshall, CP reported that the work of the SAP was ongoing and a full update would be provided at the September meeting. However, it was also confirmed that the NCSC Awayday in October included a morning working session with the SAP members entitled "Through the Eyes of a Survivor".

8c Testimonial of Suitability

RO'D reported that this was still being worked on, with amendments from the last meeting ongoing. It was scheduled to report back in September with a view to ratification.

**(ACTION R'OD)**

8d Awayday programme

This was reported on in item 8b, however, members had also requested a session on Canon Law, which BK had agreed to provide, and also a session on litigation, which KP had agreed to provide. Members were asked for any further items requested to be sent to BS to enable the full programme to be agreed. The date was confirmed for Friday 20<sup>th</sup> October London venue to be confirmed. BS awaiting costings and availability.

**(ACTION ALL)**

8e Pastoral Support Service

CP updated members on the progress. There was now a Collaboration with the Church of England and the Methodists to take this forward. The C/E have been working along the same lines of a telephone helpline service for some time, and therefore it seems logical to develop one service. There is still work to do, therefore CP and the C/E have agreed to set up a small combined task group to collaborate on preparing a submission to go to the Bishops in November. Full costings should be available by then, but the service may not be fully operational by January, but with an envisioned launch in April 2018.

CP recommended: himself, Kathy Perrin, Courtenay Barkelem, Claire Losty (Brentwood Finance Director), and Colette. The Church of England also suggested a survivor. The meeting with the Church of England to be arranged for September.

**(ACTION CP/BS)**

8f QAF V5 (final version)

Following discussion, the comments raised were as follows:

- PH- as the NCSC is the Strategic body and will be giving expectations for timeframes, then the NCSC needs to take a lead in driving consistency forward. There is opportunity here for information for annual reports around progress in quality assurance.
- CP- this document links and meshes with the strategic plan and the priorities for the NCSC.
- DS- We need to consider costings, and be aspirational but realistic, for example developing a 5 year plan for priority achievement.
- CL- it is a framework for self assessment and priority identification. We may only identify one or two priority areas to report on. The NCSC may choose to do more, and might be useful a basis for link visits to provide some consistency.
- CL agreed to work on opening paragraphs for clarity and send back to CP as tracked changes, and to sign off externally by task group.

**(ACTIONS CL/CP/Task group members)**

**Task group-** Brendan Killeen, Lindsay Voss, Peter Houghton, Elizabeth Manero, Mick Walker, Philomena McClusky, Stephen Spear,

8g Strategic Business plan

This was discussed by members who expressed positive comments about the document. CP highlighted that as a strategic plan, it could also be considered as a three year action plan, with a proposal to identify priorities, enabling achievement of the aims of the plan. This was agreed.

DS suggested a briefing to each Diocese, and to strengthen the section on page 5 regarding non-alignment

EM suggested that this could be an item for the awayday in October, and an agenda item for the September meeting could be the risk register, which could be circulated for the next meeting.

Members agreed to send comments to CP detailing thoughts on priorities for a three year action plan.

**(ACTIONS CP TO MAKE AMENDMENT PAGE 5  
ALL MEMBERS TO SEND COMMENTS TO CP)**

9 **Any other business**

There were no matters raised.

10 **Dates and times of meetings in 2017:**

**NB it was agreed at the September 2016 meeting that future dates would be the first Tuesday of the third month.**

**5<sup>th</sup> September 2017 Hinsley Hall Leeds**

**5<sup>th</sup> December 2017 London**

**NB the NCSC Awayday has been arranged for Friday 20<sup>th</sup> October in London to coincide with a pre arranged SAP meeting. The venue is yet to be confirmed. It would be greatly appreciated if any members whose attendance plans have changed since my previous emails could let me know as soon as possible to enable a suitable venue to be booked.**