

**MINUTES - National Catholic Safeguarding Commission – Part 1 approved 02 September 2019**

**Tuesday 04 June 2019 – 11.00 – 16.00**

**At The Lower Library, Archbishops House, Ambrosden Avenue, London SW1P 1QJ**

**Present:**

- + Mark Davies (MD)
- Peter Houghton (PH)
- Dave Marshall (DM)
- + Paul Mason (+PM) from 13.15
- Sr Philomena McCluskey (PM)
- Rachel O’Driscoll (RO’D)
- Chris Pearson (CP) - Chair**
- Kathy Perrin (KP)
- Steven Spear (SS)
- Mick Walker (MW)

**In attendance:**

- Colette Limbrick - CSAS (CL)
- Anna Gebski (Minutes)

- 1. Apologies for absence:**
- Christine Edgar – CSAS (CE)
  - Brendan Killeen (BK)
  - Elizabeth Manero (EM)
  - + Marcus Stock (MS)

**2. Introduction and welcome**

The Chair opened the meeting with a welcome and everyone introduced themselves. The meeting was quorate.

**3. Opening Prayer**

The opening prayer was led by + Mark Davies.

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

There were no declarations made. Confidentiality was agreed. It was agreed to review the Agreement for Commission Members for the September meeting.

**5. Minutes of the meeting held on 05 March 2019.**

These were agreed with the following amendments:

- i) Point 6 first bullet point: correct NSCS to NCSC
- ii) Point 7b: add “up” to read ... has been drawn up...
- iii) Point 8 – Post meeting note change initials RM to RO’D
- iv) Point 8d – SS requested clarification here to read: ... *It was suggested that members of clergy should also be involved in development of resources so that they can better understand the trauma of victims. SS suggested that those developing the resources*

*consult with relevant professionals so as to not unwittingly create further trauma by content or process when using them. ...*

**Post Meeting note:** These changes have been amended and a final accepted copy filed accordingly within NCSC and NCSC Members folders.

**6. Matters arising from the minutes of meeting 05 March 2019 and Action List items not on agenda update.**

**Action 1:** It was agreed to have an additional meeting day in December (03 and 04 December 2019) to discuss the following items:

- a) Risk Register – RO'D to facilitate
- b) IICSA feedback – Baroness O'Loan to be invited
- c) Liability – KP to facilitate
- d) Business Plan – Tammy Banks to facilitate

**Action 3:** Meeting with United by Design on 20 June 2019 CP, MW and CL attending.

**Action 4:** Review of NCSC membership to ensure it has the relevant skills and knowledge.

Action Completed – included in scope of independent review.

**Action 10:** CL to insert footnote into national procedures to clarify images according to relevant legislation. DM will provide details for relevant legislation and this should then be circulated to coordinators.

**Action 11:** Completed and see agenda item below.

**Action 13:** Concern was raised around the length of time it has taken to find a new **CoR Member** with problems around the new appointment of a General Secretary identified as a factor. Sr Lyndsay Spendelow will continue to support where she can whilst another member is found. Ultimately the new General Secretary Valerie Nazareth could attend herself or simply nominate someone.

**Two more Diocesan Chairs:** Three expressions of interest have been made. CP and NCSC Vice Chairs will arrange for interviews to choose two members.

**Canon Lawyer:** CP has written twice to Chair of Canon Law Society. No response. Members expressed disappointment that there are no responses to formal requests and that other ways are needed to be found to resolve the issue. SS expressed a concern around commitment. CP will write again; MS and PH will consider potential candidates. BK will continue to support the NCSC until a replacement is found.

**Action 14:** Action complete – quality assurance documents in circulation.

**Action 15:** Action completed.

**Action 16:** CL and KP to arrange meeting.

**Action 17:** CL to follow up with Fr Chris Thomas.

**Action 18:** Action completed. CL confirmed Commission Chair receives minutes of sub-group meetings.

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

**7a CSAS**

7ai) CSAS Workplan - CL answered questions.

- SafeSys testing is ongoing. Roll out before Christmas. 6 dioceses have been using system for 2-3 years. Other dioceses are considering similar systems.

- Website: NCSC to provide template pages for all dioceses so that the same information is being provided. NCSC website to be the main information point

7a) Information Sheet - this has been uploaded to the national procedures

#### 7b NCSC

- 7b) Budget Report – Budget provided by finance included other elements. CP to arrange meeting with Sarah Pearson to consider format for Budget Report for presentation in September. CP assured Members that the budget was on track and should problems arise an application for additional funding can be made to the Bishops' Conference.

#### 7c SAP

- 7c) DM will provide details of SAP workplan in Part 2.

### 8. Items for discussion/agreement

- 8a) **Non-aligned Orders**: RO'D presented and confirmed that much of the impetus for the preparation of the document had come from EM. Commenting on the table, she said that in her opinion, the Little Sisters of Jesus [at (1)]a appeared to have misunderstood the point of alignment. Points 2, 3, 4, 8 will need consideration and escalation if a satisfactory response was not received within a reasonable time-frame, points 1, 5 and 6 raised concern. Members considered the process required for those Orders raising concern:
  - Confirm non-alignment
  - Eileen Campling will contact Order and visit them personally
  - If no progress can be made, the Chair of the NCSC should formally write to the Diocese to ask them to address this non-compliance, given that permission to remain in the Diocese was in the Bishop's gift. The letter should refer to: the risk arising from non-alignment; the 2019 Protocol agreed by the Bishops' Conference and CoR and the implications of the Apostolic letter. KP noted that not all Orders will be registered charities, and that making a report to the Charity Commission might not be the most appropriate and effective means of handling. In any event, it would be for the Diocese rather than the NCSC to report compliance concerns to the Charity Commission.

There is a general problem around identification of non-aligned Orders. CoR is trying to identify these Orders via area based steering groups. Every Order must seek permission from the Diocesan Bishop to minister in the diocese and the 2019 Protocol for New Communities' states this clearly and that the Order must satisfy the Bishop that it has satisfactory safeguarding arrangements in place. RO'D suggested that Bishops attention should once again be drawn to this fact through a letter from the NCSC. CP will prepare a general letter reminding of the protocols and linking it to the recent Apostolic Letter. CL, ROD and EM should be asked for input on the draft letter. A copy of the letter will go to CoR, the Chairs of Commissions and to Co-ordinators. A

second letter to be prepared specifically to the Bishops of diocese where it is known there are non-aligned Orders ministering.

Members expressed thanks to EM and Eileen Campling for all the work around this matter.

CL confirmed that she is in touch with Galloway around their request.

Members considered the fact that there is no complete register of Orders working in the community and some are working without the knowledge of the Bishop. Intelligence could be obtained through the parish self-audit tool (which was being developed) and parish safeguarding representatives. Ultimately Orders that will not comply with alignment should be asked to leave by the Diocesan Bishop.

- **8b) Overview of SCIE report on Church of England Safeguarding:** RO'D presented in summary: 42 audits over 2,5 years. There were two interim reports which allowed for development and progress. 3 days per diocese looking at several issues including:

- Quality assurance
- Quality of work within parish
- Structure
- Delegation of responsibility: Strategic, Operational and Theological

RO'D confirmed that many recommendations were items already considered by NCSC and CBCEW. Emphasis is on the critical role of clergy starting right from the top, as well as general training. CL asked what specific considerations should be taken by NCSC. RO'D confirmed:

- Develop knowledge and resources around grooming
- Quality assurance at parish level should be a priority
- Training – offering good scenarios and ensuring that the Bishops took a leadership role in promoting safeguarding training RO'D will circulate some practical examples of how the Church of England Bishops were leading on the importance of training.
- Continue to grow relationship with victims and survivors coming from grass roots level.

- **8c) Leaflets items 8ci-iv**: CL requested comments on the leaflets to be sent to her and DM by 15 June 2019. DM reminded Members that the leaflets have been prepared by survivors for survivors.
- **8d) Church of England IICSA report**: CL will circulate the headlines and recommendations from this report.
- **8e) Australian Royal Commission recommendations**: CL will circulate the recommendations from this report.
  - There was not enough time to go through the reports, but CL highlighted 5 recommendations made to C of E:
    - Introduce safeguarding guidance in consideration with survivors
    - Auditing of compliance
    - Amendments of some Canon Law of C of E and Amendment to Sex Offenders Act to include definition of clergy as a position of authority
    - Execution of disciplinary procedures
    - Internal reviews – specific to C of E

- Many of the recommendations of the Australian Royal Commission were addressed to the Australian the Bishops' Conference but some recommendations related to training for the religious, and had relevance to England and Wales.
- CL will pick up what NCSC needs from these reports. RO'D suggested that CoR should provide a report stating their progress and position on safeguarding training for religious. CL to circulate the Australian recommendations to Sr Philomena McClusky.
- 8f i-iv) **National Policies and Procedures draft administration documents**: CL presented the forms which have been consulted with safeguarding co-ordinators. Members gave positive feedback to forms, KP suggested that final version will need a check for GDPR compliance. The forms will be finalised for national adoption.

## 9. Updates

- 9a. **Lourdes Baths Safeguarding Policy Review**: The document prepared by the Diocese of Arundel and Brighton is their suggestion of how they would like to mitigate risk of using the baths through their own staff support. They will present this to the French authorities in Lourdes for approval. CL suggests this is a sound proposal. The NCSC position continues to be as per the letter sent out by CP in May. If Lourdes approve the A&B proposal the NCSC can review their position.
- **9b. Apostolic letter and draft decree**: +Marcus was not present to present.
- **9c. Bishops safeguarding training**: +Paul expressed his strong appreciation for the training and especially the input of the victims and survivors. He confirmed this had a significant and moving impact on the Bishops, he felt the training was well organised and balanced, building a relationship with the victims and survivors.
- **9d. Review of national training modules** – update from plenary: CL informed the Members that the Bishops accepted the review and the recommendation of adapting the policy to provide compulsory 3 module primary training then refresher training every 2 years. There is a need for a National Training role to support delivery of the 3-module primary training.
- **9 e. Model Constitution for Diocese/independent Safeguarding Commissions**: RO'D presented this work prepared EM. There had been a very useful recent meeting between EM, RO'D. KP and Carol Lawrence (Financial Secretary in Shrewsbury and representing the financial secretaries in this context). This meeting had underlined the importance of ensuring that the responsibilities on diocesan trustees were knitted into the document (new version B accommodated this need, in particular via the new role of Trustee Link Member). Members agreed to amendments:
  - 2.3 “delivering” strategy (as the role of the Safeguarding Commission)
  - 3.1 a)– Members agreed to a longer time for Commission Members to serve on Commissions
  - 3.1 b) Members agreed the first bullet; that bullet two should be achieved via a standing item on Commission agendas; that bullet three be qualified to recognised the position of smaller Dioceses, with the words ‘where possible’ added in recognition of this and because of concerns about overload on SAP, the fourth bullet should be amended to indicate that the requirement was that Commissions foster working relationships with local survivor groups of

- Paragraph 6 amendment: all Members agreed to build in measures to protect the resilience of survivor members. SS to provide some further material to RO'D

RO'D asked for any further suggested amendments to be sent by 12 June 2019. KP suggested that Salford Diocese has well developed links with groups to support survivors and, SS pointed out this has financial implication. Once finalised the document will go to the next Bishops' Conference, then have a 12-month pilot period with a review, then back to the Bishops' Conference for final approval and formal adoption. Diocese should be responsible for training and not NCSC.

#### **10. Any Other Business**

- **10a. Translation of documents into Polish.** Item not discussed due to time constraint.

**13.30: Close of part one of the meeting**

#### **Dates of meetings 2019.**

**2<sup>nd</sup> September 2019 Hinsley Hall, Leeds**

**3<sup>rd</sup> September 2019 Hinsley Hall, Leeds. NCSC Development day**

**3<sup>rd</sup> December 2019 Lower Library, Archbishops House, London 11.00 – 16.00**

**4<sup>th</sup> December 2019 Eccleston Square, London SW1 1BX All day – exact timing TBA**