

**NATIONAL CATHOLIC SAFEGUARDING COMMISSION**  
**Minutes of the meeting held on Tuesday 13<sup>th</sup> September 2011 from 11.00 to 16.00**  
**At: St Philomena's Convent, 70 -71 Euston Square, LONDON NW1 1DJ**

**Present:** Sister Jane Bertelsen (chair for the meeting)  
Bishop John Arnold  
Father Matt Blake  
Valerie Brasse  
Kevin Caffrey  
Philip Dand  
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, Patricia Scotland, Bishop Declan Lang, Bishop Peter Doyle, Roger Bird and Elizabeth Hayes.

2 **The opening Prayer** was led by Jane Bertelsen

3 **The Minutes of the meeting held on 14<sup>th</sup> June 2011** were accepted as a correct record

4 **Matters arising from the minutes of 14<sup>th</sup> June 2011**

4a. Action List:

*Item 4: Meeting with Chairs of Commissions.*

Adrian Child advised members that the regional meetings with Chairs of Commissions would take place in November. **It was agreed that** Members should attend these meetings.

**(ACTION: Members to inform RA which meetings they will attend)**

*Item 7: Letter from Cardinal Levada*

Declan Lang had discussed the letter at the Bishops' Standing Committee who had asked that the NCSC draft a response. **(ACTION: DL/AC)**

*Consultation Paper: Towards a culture of Safeguarding*

Carol Parry advised that there had been some responses. Kevin Caffrey said that the Birmingham Diocesan Commission had reviewed the paper and would be sending a response.

*Item 12; Meeting Venue*

Members were advised that discussions were in progress to arrange future meetings to be held at Archbishop's House, Westminster.

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

Valerie Brasse requested an update on discussions with the Ordinatee. Members were advised that the Ordinatee will have its own separate safeguarding structure but will liaise with the Diocesan Safeguarding Commissions for CRB. Adrian Child advised that an

agreement with the Ordinariate will be signed soon. It was agreed that when it is signed there should be a news item on the website. **(ACTION: AC/RA)**

## 5 **Papers/items to be noted**

### 5a CSAS:

The following papers, which had been circulated prior to the meeting, were noted

- i. Management Group - Minutes of Teleconference 5<sup>th</sup> July 2011
- ii. Budget and Workload
- iii. CSAS Workload Tracker

There were discussions on the CSAS budget proposals for 2012. Adrian Child advised that although a reduced budget had been requested there was a higher proportion of the budget allocated for staffing. The Personnel Committee (CBCEW) had raised concerns about this.

**It was agreed that** this should be discussed further at the CSAS Management Committee on 19<sup>th</sup> September 2011 **(ACTION: CSAS Mgt Ctte)**

Valerie Brasse asked if there was a data base of all Covenants of Care. Adrian Child advised that at present there was no such database.

Jane Bertelsen congratulated Adrian and all CSAS staff for the work they had completed so far.

### 5b NCSC

The following papers, which had been circulated prior to the meeting, were noted.

- i. Budget report and proposal for 2012  
There were discussions on the Budget proposals for 2012. Members were advised that the proposals included an amount for the management of the Data base of Religious Congregations. The proposed allocation for Professional Fees related to the need for independent Media advice. **It was agreed that** Jane Bertelsen should discuss this with Alexander DesForges, Director CCN. **(ACTION: JB)**
- ii. Website report
- iii. Dates of meetings 2012  
The proposed dates for meetings in 2012 were provisionally confirmed as 13<sup>th</sup> March, 12<sup>th</sup> June, 11<sup>th</sup> September and 11<sup>th</sup> December.
- iv. Restructuring of Safeguarding Commissions  
Members were advised that this work is well underway. Questionnaires have been sent to all Provincials

The following items were discussed and **agreements reached:**

- v. National Conference 2012  
Matt Blake and Phil Dand will attend as representatives of the NCSC
- vi. Anglophone Conference 10-14 February 2012-Rome  
Valerie Brasse, Susie Hayward and one of the bishops will attend as representatives of the NCSC

## 6 **Papers/items for discussion/approval**

### 6a Development of a news page on the NCSC website

Members accepted the proposal for the development of a news page on the NCSC website. In addition to the Secretary having access rights to add to the page it was suggested that a member of the CSAS team should also have access. Adrian Child agreed to discuss this with his team. **(ACTION: AC)**

6b Information Sharing Protocol

A paper had been circulated prior to the meeting.

Jane Bertelsen informed members that this had been seen by the NCSC Policy Sub Group and their comments incorporated into the paper. Members noted that there were key training implications for this. **The protocol was agreed** and should be sent to the Dept of Christian Responsibility and Citizenship (CBCEW) and to the Conference of Religious Executive. Their comments should be sent back to Carol Parry. **(ACTION: AC, AK, CP)**

6c Seminary Files

A paper had been circulated prior to the meeting.

Adrian Child advised members that during the Past Cases Review in 2008 it had been found that the personnel files of Seminarians educated in the Seminaries on mainland Europe were not sent back to their respective Bishops. Adrian had met with the Rectors and an agreement had been reached for the files to be returned to the Bishops, at which time the Diocesan Safeguarding Office would be informed that the file had been returned.

Some Diocesan offices are not receiving this information.

**It was agreed that** Fr Marcus Stock, General Secretary, CBCEW, should be advised of this and asked to inform the Bishops. **(ACTION: JB, RA)**

7 **Items for debate**

7a Working with Survivors of Abuse

i. Overall approach and challenges currently being faced

Jane Bertelsen opened the discussion and reminded everyone that the NCSC needs to pause and look at the work being done with survivors. This is one of the strategic priorities of the NCSC and she stressed the importance of building on the legacy of the Pope's visit a year ago. It had not been an easy year in many ways and was, therefore important to discuss progress in this area.

Adrian Child then gave a summary of the work so far with the different Survivor organisations we are working with. At a meeting in July 2010 with survivor groups, there had been some hostility, distrust etc, but this had moved on considerably, and the trust and confidence has developed with several of the survivor group representatives. Adrian tabled a care pathway that looks at the path taken from the time a victim decides to come forward onwards towards reparation and healing. The survivor groups had said that the pathway should start with "Encouragement"- giving information about how where victims/survivors can come forward. A leaflet for parishes has been developed and a training programme has been arranged to ensure there is an accredited person in each safeguarding office. It is being run by NAPAC later this year and one person from each Safeguarding Office will attend. The group is also looking at how to offer training to priests as often they are the first point of contact - how to respond? How to prepare for such disclosures? What will the person in distress be provided with? There will be practical and spiritual needs. There is a tension between what we may want/could provide and what we can provide to meet the needs of Insurers and the charity Commission. It is vital the NCSC continues this conversation with Insurers and the Charity Commission.

Adrian spoke of the need to employ a facilitator for the large group meeting. Progress is being made, but this needs to be moved further forward. There will be cost implications in terms of effort, time and budget.

Adrian summarized what we know that, in principle, survivors and survivor organizations want to be assured that the church will enable victims/survivors to:

- Be listened to
- Believed
- Have their hurt acknowledged
- Have some level of reparation
- Find healing

ii. Towards Healing Protocol

Terry Grange then referred to the document 'Towards Healing' (which had been circulated prior to the meeting) which had been written by Adrian and himself, based on the Australian document of the same name. They had also met with Kathy Perrin (solicitor CCIA) and Sarah Erwin-Jones (solicitor). There was considerable discussion with them regarding what is meant by 'Pastoral Response.' They were shown the Australian documents and agreed that is what the Church is about. This document should form part of the overall policies of the NCSC.

Following lengthy discussion **It was agreed that a** subgroup should draft a paper, covering all aspects of the ongoing work with Survivors and Survivor Groups for submission to the Bishops' Conference for their meeting in November. **(ACTION: JB, MB, SH, TG)**

7b Planning the strategy day scheduled for the 4<sup>th</sup> November

Jane Bertelsen invited members to suggest topics for inclusion in the Strategy planning day scheduled for 4<sup>th</sup> November 2011. Following lengthy discussion the topics identified were:

- need to consider the experience of the last 4 years
- understand NCSC strategic objectives
- understand CSAS requirements
- Working with Survivors and Survivor groups
- Communication process between us
- clarity of relationships
- How to have effective dialogue with Bishops and Congregation Leaders
- Take stock of Cumberlege – what has been achieved; what is the relevance today; what remains and shape the priorities
- What can be delivered with the resources we have – prioritise
- How we engage as a commission-in Church and outside:- Statutory agencies and the rest of the world

**It was agreed that** there should be a facilitator for the day and Rose Anderson was invited to take on this role.

**It was also agreed that** a small group should work on the programme for the day.

**(ACTION: RA, JB, AC)**

8 **Any other business**

a. Adrian Child referred to the recent publication, by the Diocese of Boston, USA, of a list of all allegations and unsubstantiated claims concerning safeguarding, including the names of those involved. Members noted that it is illegal to publish such information in the UK and **it was agreed** that a memo be drafted to Safeguarding Offices advising them of this.

**(ACTION: SH, JB)**

**It was also agreed that** clarification was required concerning the legal advisers to the NCSC

**(ACTION: JB)**

b. Adrian then advised members that the Safeguarding Coordinators and Officers had identified the need to spend time discussing the spiritual dimensions of their work by organising and attending a retreat. Members felt that this could be organised by the Coordinators and Officers but would not be under the auspices of the NCSC

c. Members were advised that a retreat had been organised in Westminster by a priest from Southwark, concerning healing after abuse but it was not clear who had authorized this. **It was agreed that** Jane Bertelsen would look into this. **(ACTION: JB)**

9 **Date and time of next meeting:** 13<sup>th</sup> December 2011 from 11.00 – 16.00  
Venue to be confirmed.