**Summary of the Trustee’s Safeguarding Committee on 6 July 2023**

**Chair’s report**

The Chair thanked the Committee and Safeguarding team for the work that they have been doing in the past few months.

The Chair updated that the CSSA had appointed Lady Ellingham as the vice chair for the CSSA Board and that the Cardinal had requested for her to meet again with the Committee.

It was noted that negotiations with the CSSA on the form of the contract continue, the Diocese is concerned to see that the contract meets all the necessary requirements. The Trust Board will consider the position at the next meeting.

The Chair and Safeguarding Co-ordinator had met with members of the clergy to hear their views on the work of the Safeguarding Service. The clergy had many questions and expressed their views and concerns about what happens when an allegation is made against a member of clergy. The Committee agreed a feedback form would be developed and tested before use to enable clergy to express their views at the end of a safeguarding process about their experiences during the management of a complaint.

The Chair requested that the statistics presented to the Committee on the nature, scope and extent of the work of the Safeguarding Service presented for Trust Board by the Safeguarding Service be presented in graphical formats as well as tabular.

The Chair provided a brief overview of the recent CSSA report into the Hexham and Newcastle Diocese, and it was agreed that the Trustee’s Safeguarding Committee would need to review the findings and recommendations so that Westminster Diocese can identify actions that need to be taken. An additional meeting would be arranged to do this.

**Safeguarding Co-ordinator’s report**

The report covered the information sharing agreements with RLSS.

There was discussion of the expectation that CSSA had about RCDOW Safeguarding Service taking on DBS checks for Focalare, despite no legal basis being in place and there being data protection and financial issues involved. The Safeguarding Co-ordinator has explained it is not possible.

Proactive work has been undertaken with the Lourdes Pilgrimage Team by the Safeguarding Co-ordinator along with the Diocesan Youth Director, Safeguarding Committee member and COO to update and enhance policies and procedures, codes of conduct and training for youth and group leads for the July pilgrimage. Further work will continue post pilgrimage.

In the absence of the CSSA national training strategy being forthcoming the Committee agreed to update the Diocesan training strategy for 2023.

It was agreed that if a risk assessment for a person with a blemished DBS was robust and their role had not changed, the current risk assessment would be used.

The communication plan is to be reviewed by the Committee; the role of the Healthcare chaplain is to be cross referenced in the plan.

The revised Commitment to Victims and Survivors was discussed and would be finalised by the Chair and the Safeguarding Co-ordinator.

**Governance Audit implementation plan actions**

**Caritas Working Group**

**T**erms of reference for a joint working group to be established involving the new Caritas Director and service leads, the Diocesan COO, the Safeguarding Co-ordinator and a Committee member have been agreed. This will enable the further development of structures to deal with safeguarding issues arising during the work of Caritas.

**Trust Board Terms of Reference**

The Trust Board terms of referencehave been updated and will be presented for agreement at the July meeting.

**Roles and Responsibilities document**

A new Roles and Responsibilities document setting out the duties and obligations of all those involved in the delivery of safeguarding in the Diocese was agreed and will be presented to the Trust board in July.

**Conflict of Interest policy**

AConflict of Interest Policyis being drafted for use by members of the Committee.

**Involvement of Victims and Survivors of Abuse in training in the Diocese**

The committee is seeking to ensure that the voices and experiences of victims and survivors is listened to in Diocesan training and discussed a proposal from a company established by survivors which is offering victim/survivor informed training. It was agreed that the specific nature of the training offered requires further consideration and this matter will be the subject of further activity by the Committee.

**Committee subgroups**

Written and verbal updates from the audit and enhancement, case work and DBS subgroups were presented. The audit group updated on the work being done to restart parish audits in 2023.

**The next meeting is 28 September 2023.**