**Summary of the Trustee’s Safeguarding Committee on 28 September 2023**

**Catholic Safeguarding Standards Agency (CSSA)**

It was noted that the contract between Diocese and the CSSA had been signed, but that there remained areas of concern which the CSSA Chief Executive Officer accepted needed to be addressed in any subsequent contract. The current contract will expire at the end of 2024.

**Communication with the CSSA**

It was agreed that a meeting would be arranged with Lady Amanda Ellingworth, the CSSA’s Link Member with Trustee’s Safeguarding Sub-Committee, to discuss:

a) Communication and dissemination of information

b) Umbrella Agreements

c) Case Management System

d) Training Strategy

**Approvals**

The Committee approved:

1. Terms of Reference for the Information Sharing Meeting with the Vicar General
2. Diocesan Policy on Commitment to Victims and Survivors (for recommendation to the Trustee Board)
3. Westminster Cathedral: Safeguarding Information and Procedures
4. Guidance in Relation to Tenants (subject to further discussions with Property Services about appropriate wording)

Work is also underway on guidance in relation to making public statements.

**Lourdes Pilgrimage**

The Committee was pleased to note that Executive Committee for the Lourdes Committee had demonstrated a keenness to engage with safeguarding and to making the necessary enhancements to arrangements. Committee member, Bernadette Herbert was thanked for assuming responsibility for safeguarding on the last Lourdes Pilgrimage.

**Volunteer Strategy**

The Committee noted developments in this area, which included a volunteer mapping exercise and the development of a volunteer strategy.

**Audit & Enhancement**

The Committee commissioned its Audit & Enhancement Sub Committee to develop a questionnaire to gather information on the accused respondents’ experience.

**Strategic and organisational planning**

A considerable portion of the meeting was devoted to identifying how the Committee would translate strategy into action and the form of future documentation to support this.

The next meeting is on 7 December.