

Summary of the Trustee’s Safeguarding Committee (TSC) meeting on 4 December 2025

In the absence of the Chair, the meeting was chaired by the Vice Chair.

Training provision and materials, 2026

It was noted that with the creation of the Strategic Council for Catholic Safeguarding (SCCS), the Catholic Safeguarding Standards Agency (CSSA) would cease to provide in person safeguarding training and materials at the end of 2025. The lack of clarity around SCCS offerings in terms of updating online and bespoke training materials was noted. There was agreement that any failure to maintain the existing standard of the Catholic Church’s online Learning Portal would present risks, and that this should be brought to the attention of the Trust Board.

Revised risk assessment templates

Concern was expressed about the workability of the revised risk assessment templates for (i) victim and survivor and (ii) perpetrator, which had recently been circulated for implementation, following approval by the Bishop’s Council. The final versions did not appear to take account of the comments provided by the various Diocesan Heads of Safeguarding at the consultation stage.

Engagement with the CSSA

The Chair of the CSSC and CSSA Chief Executive Officer were to attend the March 2026 TSC meeting, and there was agreement that this would be useful in terms of understanding the demarcation in roles and addressing some of the uncertainties.

Clarification of Religious Life Safeguarding Service (RLSS)/Diocesan Roles and Responsibilities

It was noted that confirmation had been received about the respective responsibilities of the RLSS and the Diocesan Safeguarding Service:

Responsibilities			
RLSS	<i>DBS processing and verification</i>	<i>Training delivery</i>	<i>Safeguarding concerns</i>
	Members of contracted Religious Life Groups (RLG) and for employees or volunteers who work directly for those RLGs and/or their associated ministries e.g. retreat centres, houses of formation, or community projects	Members of contracted Religious Life Groups (RLG) and for employees or volunteers who work directly for those RLGs and/or their associated ministries e.g. retreat centres, houses of formation, or community projects	Members of contracted Religious Life Groups (RLG) and non-members who are directly connected to the RLG through its work e.g. employees and member/non-member where ministry/duties were undertaken on behalf of the RLG.
DoW Safeguarding Service	Parish employees or volunteers (including where a member of a contracted RLG is in parish ministry)		Member/non-member undertaking ministry/duties on behalf of the Diocese and/or at the behest of the Diocesan Bishop.

Data Collection and Casework Title Review

The Committee considered the outcome of the Head of Safeguarding's review of the collection and reporting of casework data. The review was undertaken to ensure that the data collected was relevant, meaningful, and capable of reflecting and informing safeguarding priorities and strategic objectives. The Committee noted that the revised arrangements would introduce the triaging of cases into defined levels, reflecting the assessed risk, nature, and complexity of contact with the Safeguarding Service (SGS).

Under the new framework, data presented to the quarterly TSC meetings will align with the revised case definitions. The new reporting model was intended to:

- Support the direction of future service provision;
- Identify gaps, emerging themes, and areas requiring improvement;
- Provide evidence to inform capacity planning and resource allocation;
- Strengthen oversight, assurance, and governance arrangements.

It was agreed that the revised data collection and casework review arrangements would be implemented with effect from 1 January 2026, subject to members agreeing the details of the new defined levels.

CSSA Casework Audit (October 2025)

The Committee noted that the CSSA had undertaken an audit of ten cases selected from the 105 cases that had been open during the twelve months preceding the audit. The audit considered both compliance with relevant policy and practice standards and the overall quality of safeguarding work. The report had commended the SGS for 'their engagement with those who raise concerns and those who are the subject of the concern'. It was further noted that work was underway to ensure that the reporting functionality within the case management system fully supported improved and consistent recording practices. In addition, detailed engagement with the audit findings was ongoing in order to identify key themes, areas requiring corrective action, and opportunities for further improvement.

2025 Parish Safeguarding Representative (PSR) conference, 11 October 2025

The conference had been attended by 63 PSRs and the feedback had been largely positive.

Quality Enhancement and Assurance Sub Committee

The Sub-Committee reviewed the 'Questions for Trustees' associated with Standard 1 section of the CSSA Baseline Audit Programme Report. It was agreed that the Sub-Committee's advice and observations should be conveyed in full to the Trust Board, via the Chair's report.

Next Meeting

The next meeting would be held on Thursday 5 March 2026.