

**Leeds Catholic Safeguarding Commission
Diocese of Leeds, Hinsley Hall, 62 Headingley Lane, Leeds, LS6 2BX**

**Leeds Safeguarding Commission Agenda
30 January 2020
Curia Boardroom, Hinsley Hall
1.30pm sandwich lunch, 2.00pm meeting**

Present Chair of Leeds Catholic Safeguarding Commission (Chair)
Safeguarding Lead – Religious (SLR)
Legal Specialist (LS)
Adult at Risk Lead (ARL)
National Probation Service (NPS)

In attendance: PA to the Chief Operating Officer Note Taker
Safeguarding Coordinator for the Diocese of Leeds (SC)

Item Minutes Action

1 WELCOME TO THE NEW COMMISSION MEMBER

The Chair welcomed members to the first Leeds Safeguarding Commission (LSC) meeting of 2020 and gave a special warm welcome to the newest member representing the National Probation Service.

2 APOLOGIES FOR ABSENCE

Apologies were noted from the Vicar General, Safeguarding Clergy Advisor and Safeguarding Children Lead.

3 MINUTES OF THE 13 DECEMBER 2019 COMMISSION MEETING

The LSC asked that a slight amendment to Item 7 (Safeguarding Training for Diocese Trustees) is made so that it is made clear that the Safeguarding training held on 15 January 2020 was in fact attended by Diocesan Finance Secretaries and Safeguarding Leads and not Diocesan Trustees.

The LSC were happy to accept the minutes as a true and accurate record pending the aforementioned.

4 MATTERS ARISING

Seminarian Training

The Safeguarding Coordinator (SC) explained that questions had been raised with regards to the level of safeguarding training available to the Seminarians. **Given the potential risk involved it was agreed that the Safeguarding Coordinator would raise the matter with the Bishop for clarification.**

SC

Safer Recruitment

SC explained that the Diocese of Leeds (DOL) Trustees adopted all CSAS policies,

including the Safer Recruitment Policy. However, upon further review it appears the policy is somewhat inconstant, and in places inadequate, when compared with other nationally recognised policies. SC noted that examples of good practice have been shared with the Diocesan Chief Operating Officer (COO) and that he has been asked that a revised policy is drafted and shared with the LSC for feedback before being presented to the Board of Trustees for ratification.

Religious Orders

The Chair reminded the members of the discussion that took place at their last meeting regarding the publication of LSC minutes. The Chair asked that a further, more detailed discussion take place under agenda item 5. *Chair of Commission Report*. As such, the Chair noted that actions under this particular item had not been complete pending further discussion as noted above.

Hurt by Abuse Leaflet

SC confirmed that concerns shared at their last meeting were shared with the Director of the Catholic Safeguarding Advisory Service (CSAS) along with a request that these concerns are discussed at the next CSAS Safeguarding Coordinators Committee meeting (March 2020). In the meantime, SC noted that the leaflet has not been circulated or published on the Diocesan website.

Assistant Coordinator Vacancy

SC confirmed that the recruitment process has been paused but that funds allocated to the vacancy will be used to provide essential training. SC shared with members the programme of training and details of those who will deliver the training.

Safeguarding Training for Trustee

The LSC acknowledged that training for the Trustees will be delivered by the Chief Executive Officer of the Catholic Insurance Service (CIS) in September 2020.

5 SAFEGUARDING OFFICE REPORT

SC referred to the report circulated prior to the meeting and provided further context.

Independent Review, Ian Elliott

SC explained that an update is due to be published March 2020.

CSAS Standards for Commissions

LSC members shared their thoughts on the recommendation made by CSAS and noted the impracticalities and risk involved. The LSC queried the source of the recommendation and how best to share concerns/feedback. SC explained that further clarification would most likely be shared at the next CSAS Coordinators meeting. **The Chair agreed, in the meantime, to share the concerns discussed with the Director of CSAS and the Bishop.**

Chair

Religious Alignment

LSC members discussed those orders aligned to the DOL, in particular the Passionist Order UK and the Minsteracres Retreat Centre and the responsibility of the DoL to ensure adequate and appropriate safeguarding processes and procedures.

LS suggested that recommendations are presented to the Passionist Order UK on how best to address the safeguarding risk/s that could arise as a result of poor practice/procedures. **The suggestion, welcomed by other LSC members, was expanded further and it was agreed that a complete safeguarding audit of Minsteracres Retreat Centre would be commissioned by April 2020.**

SC

6 CHAIR OF COMMISSION REPORT

The Chair referred to earlier discussion regarding the publication of the LSC minutes and invited members to share their thoughts on the most practical and safest method of publication.

After much discussion the LSC agreed they will continue to minute the meetings under the new format and publish a summary, approved by the Chair and the SC, onto the DOL website.

**SC /
Chair**

7 LOURDES PILGRIMAGE UPDATE

The LSC discussed the pending training arranged for all pilgrim carers and noted the positive impact the training will have on raising awareness. The LSC also discussed DBS guidelines and agreed that for regular, returning volunteers a 3-year re-check would be sufficient.

8 ANY OTHER BUSINESS

There was no other business to discuss.

9 MATTERS FOR THE TRUSTEE *(as noted earlier in the meeting)*

Safer Recruitment

The SC noted that examples of good practice have been shared with the Diocesan Chief Operating Officer (COO) and he has been asked that a revised policy is drafted and shared with the LSC for feedback before being presented to the Board of Trustees for ratification.

12 DATES OF FUTURE MEETINGS 2020

- (1) Thursday 7 May 2020
- (2) Thursday 10 September 2020