



MINUTES OF THE  
Safeguarding Children Group  
(Child Protection)  
(formerly the Child Protection Management Group)  
Held at 10 00 on Thursday 17th March 2011

Chris Brannan	<i>(In The Chair)</i>	CB	Present
Pam Bickley		PBi	Apologies received
Pam Brown		PB	Apologies received
John Clark		JEC	Apologies received
Sandra Earney		SE	Present
Barbara Gratton		BG	Present
Esther Gregory		EG	Present
Carolyn Harding		CH	Apologies received
Nick Helm		NH	Present
Anni Holden		AH	Apologies received
Ann Ogram		AO	Apologies received

**ITEM 1 PRESENT / APOLOGIES FOR ABSENCE**

- 1.1 As indicated above including for the first time, Nick Helm, Continuing Ministerial Development Officer

**ITEM 2 MINUTES OF THE PREVIOUS MEETING**

- 2.1 The Minutes were agreed & signed.

**ITEM 3 MATTERS ARISING**

Meeting Para No.	Action Required	By Whom	By When	Comment / Completed
24 Jun 09 10.5	Investigate <b>Ruth Sims</b> joining CPMG. 11 Feb 10 Not yet done. BG to approach Ruth Sims then recommend to +Anthony if appropriate.	<b>BG</b> <b>CB</b>	<del>17 Jun 10</del> <del>18 Nov 10</del> <del>17 Mar 11</del> 8 Jul 11	BG has not yet been able to make contact, deferred to next meeting NH provided a new contact address. CB to contact Pam Bickley as well. Any other people who could offer expertise welcomed. Ideas to CB
18 Nov 10 7.3	Send Training workshop posters to non stipendiary ministers	<b>EG</b>	complete	Workshop posters were sent in the mass mailing.
18 Nov 10 7.4	Suggestion that all SCG members attend a basic training and workshop session			Ongoing
18 Nov 10 8.2	Produce list of checkers and verifiers for next meeting	<b>BG</b>	8 Jul 11	BG is passing a list of representatives and checkers and verifiers to Pam and to Esther. To be discussed at next meeting

#### **ITEM 4 UPDATE ON CRB**

**4.1** BG reported that parishes are inundating Pam with requests for forms. Clergy are more or less up to date. There are 3 forms awaited and some 8 clergy whose CRB has recently expired all being followed up by Bishop's Office. Some queries remain with POT clergy.

CB explained the position and history of CRB checks in the Diocese. All clergy personnel files have a note inside the cover stating when the last CRB was done. He explained about the independent review process and the improvements made since then.

BG explained the CRB process with lay people was dependent on their good will, but response is improving.

**4.2** The need to train ID Verifiers is not yet resolved. BG wishes to have one per deanery trained, then that person to train others within their deanery. BG reported that she had met with the Hereford Archdeaconry Rural Deans, who felt it was too much for them to have to do the verifying. BG had pointed out to RDs that if so they should nominate someone for their deanery, perhaps in a team or parish office.

**4.3** The CRB indicated that it might bring in a form of portability for checks. However, BG said what they are proposing so far appears fraught with problems and would not be of use unless an initial check had been done to show other non barring offences, eg drugs and fraud, which might make someone unsuitable for youth work.

#### **ITEM 5 INDEPENDENT SAFEGUARDING AUTHORITY**

**5.1** BG explained that until the Freedom Bill was law, the policy of the Diocese was to continue as before. The problem remains a lack of clarity about which activities count as 'regulated activities'. Sometimes it seems as if no church activities come under the definition, not even Sunday School, and that CRB checks are not required.

**5.2** The barring of people who have previous convictions is also unclear as it talks of 'the highest level of risk' and the 'level of the offence' as being deciding factors. It seems they will limit automatic bars to people with the most serious offences; these will be the only offences regarded by the ISA as Barring offences and that it will be up to the employer to apply for CRB before appointing. Employers will have access to the barred list.

**5.3** BG fears that people will continue to object to CRB checks because of fears of the loss of human rights and will interpret the Freedom Bill as supporting this. It seems as if there will no longer be a need to register all those working with young people. However as the Government is 'putting the onus on employers' we will in BG's view, be able to set our own guidelines.

**5.4** CRB checks are still hoped to be portable so that the need for multiple checks will be stopped. It is unclear however how this is to be implemented. BG continued by explaining the proposed Premium CRB service, which will allow employers to be updated about the CRB status of their employees for an annual fee. The cost of CRB's will rise by £8 but will remain free for volunteers.

**5.5** There is little guidance as to when employers must refer people to ISA. However the Bill is not supposed to be implemented until 2012 for the new regime and the continuous CRB and the new ISA will not be implemented until 2013.

**5.6** EG wondered if there could be a clear statement as to Diocesan Policy about CRB checks and ISA, and could a statement to say CRB checks etc were to carry on as before, go on the web site. CB said we should make a recommendation to the Bishop and then put clear recruitment guidelines for both employees and volunteers on the website. BG will produce a draft including Vulnerable Adults for next meeting. CB offered to write to the Bishop to ask for it to be distributed.

**BG CB**

#### **ITEM 6 UPDATE ON RISK ASSESSMENT PANEL**

**6.1** CB explained the procedure as at present and expressed the need to clarify this. The Catholic Church has a different procedure involving a preliminary enquiry, an independent enquiry and then a group meeting.

- 6.2** BG shared the Methodist Risk Assessment Report form from the recent conference. It was agreed to set up a subgroup to work on this document for the next meeting BG and SE to do this. CB said there is no way at present of recording how other dioceses have reached their decisions about risk assessment and this form would provide this. **BG SE**
- 6.3** CB will e-mail a copy of the Catholic Church's form about preliminary enquiries to BG. **CB**
- 6.4** A question about the right to appeal against a decision was asked; the Catholic Church has this it was felt this would only arise in very important cases.
- 6.5** BG said the Risk Assessment panel constitution was at present ad-hoc and needed clarification, and wondered if there is a need for someone independent from the Diocese to sit in on panels.

## **ITEM 7 TRAINING AND DEVELOPMENT**

- 7.1** All bookings for the current set of Courses are being made via Fiona at present and this is no longer appropriate. We are asked to ensure that Esther is the contact person to book for sessions. The training dates are included with these minutes.
- 7.2** CB asked for an audit of everyone who has attended courses so far – both clergy and laity and who still needs training. He asked that Esther visit those areas that have not had any training. **EG**
- 7.3** BG expressed concern that unsafe practice was occurring because of lack of training; e.g. in some parishes there was the notion of forgiveness = forgetfulness of the need to be vigilant. BG talked of the distress that can be experienced by people who believe the church is allowing people to be in a position of trust, who had offended against children in the past.
- 7.4** For the next meeting BG and EG will find out the answers to CB's question and will consider a statement to explain the minimum requirements for training to be on the website after agreement from the Bishop. **BG EG**
- 7.5** EG contacts people working with young people who need training too.
- 7.6** Aim of this group is to co-ordinate risk assessments as well as training so that people understand the process of safeguarding.
- 7.7** BG would like to offer a new session for those managing offenders. BG OG and SE plan to offer a session for first year curates in October. EG said 4 ordinands had booked into the June training sessions.
- 7.8** BG is attending a Train the Trainers Course and hopes to be accredited by December. After this she will be able to offer accredited training.
- 7.9** BG hopes to offer training for church school visitors for the Board of Education; once accredited she will be able to offer a specialised package. Schools have identified persons who attend courses already.
- 7.10** CB asked about offering training to faith groups.
- 7.11** BG will find out about training courses in all the Social Service areas especially Monmouthshire and Telford and Wrekin. **BG**

## **ITEM 8 POLICY DOCUMENT**

- 8.1** BG shared her draft policy document and asked that all members read and respond; any changes by Monday 4th April to Barbara, then it can go to the Bishop and then onto the website. It is attached to these minutes with 2 small amendments added by the group. **ALL**
- 8.2** EG is producing new guidelines but hampered because of lack of clarity in new legislation. This is ongoing. **BG**

**ITEM 9 WEBSITE**

9.1 BG finding it impossible to update this. EG said website is up for discussion anyway as it is proving difficult to manage but changing it is more difficult and expensive. However, EG said if a document is created she can put it on the website.

**ITEM 10 COMMUNICATIONS**

10.1 EG said it is suggested that copies of the minutes of all meetings are stored on the website and she can do this on to a locked site, accessible only by password, if agreed.

**ITEM 11 ANY OTHER BUSINESS**

11.1 The newspaper article is a success.

**ITEM 12 2011 MEETINGS**

12.1 10am  
**Friday 8th July**                      **Ludlow Diocesan Office**  
Thursday 17 November              Hereford Diocesan Office

..... Chairman

8 July 2011