



**Diocese of Galloway Safeguarding Advisory Group Meeting**  
**Saturday 5<sup>th</sup> February 2022**  
**Online**

**Present:** Bishop Nolan (+WN), Mari Biondi (MB), Alice Brown (AB), Geraldine Butcher (GB), Fr. Gerry Donnelly (GD), Derek Granger (DG), Frances Gunn **Chair** (FG), Fr. Gerry Hamill (GH), Fr. Jim Hayes (JH), John Lawson (JL), Lynsey May (LM), Fr. William McFadden (WMcF), Daniel McKeever (DMcK), Hilary McKenzie (HMcK), Fr. Gabriel Onoyima (GO), Helena Rameckers (HR), Lady Rita Rae (RR), Pat Snee (PS)

**Apologies:** Fr. Jim Hayes (JH)

Minutes taken by Helena Rameckers

Item	Notes	Action By
1.	<b>Welcome and opening prayer:</b> The meeting was opened with the National Safeguarding Prayer. FG welcomed RR to the meeting; RR is the Chair of the Board for the new SCSSA. FG also acknowledged that +WN is now Archbishop elect of Glasgow, and this would therefore be his final DSAG in Galloway.	
2.	<b>Previous minutes:</b> Proposed by DMcK and seconded by HMcK.  Matters arising: None.	
3.	<b>Lady Rita Rae:</b> FG invited RR to speak to the group. RR advised that, currently, she is the only member of the new Board. She will Chair the Board, and is currently informing herself and finding out as much as possible about her new role. She has been welcomed by various groups. RR took the opportunity to emphasise the need to encourage people to apply to be directors on the new Board.	
4.	<b>Safeguarding Strategic Team Update:</b> FG provided an update from a recent constructive and positive team meeting as follows: <ol style="list-style-type: none"> <li>1. Clergy Training has been postponed until 9<sup>th</sup> June, due to uncertainties about gathering all the clergy together while Omicron persists;</li> <li>2. The Safeguarding budget for 2022 was approved;</li> <li>3. DSAG Terms of Reference were discussed, and were on the agenda for this DSAG meeting;</li> <li>4. Safe Worship Plans are being strengthened to ensure as much information as possible is made available to the DSA, to DRAMT, and to PPs who have high risk offenders wishing to worship in their parishes;</li> <li>5. Parish Safeguarding Audits were well underway at the time of the meeting;</li> <li>6. Parish Safeguarding Risk Assessments are being developed by a small working group who will develop an electronic tool for national use, and a short training accompaniment;</li> <li>7. Outreach Event update (included in item 5.2 below).</li> </ol>	
5.	<b>IGI Standard One:</b> <ol style="list-style-type: none"> <li>1. <b>In God's Image version 2 (IGIv2):</b> HR advised that IGIv2 was released in September and was well publicised within the diocese. Most people seem to be working well with the online</li> </ol>	



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	<p>version; a small number of requests for hard copies had been received and these had been printed and posted. The Key Indicators at the end of each Standard helped considerably with the parish audits this year; HR had supplied a summary of the relevant Indicators to parishes, which seemed to have been helpful. HR felt that training around IGI remains an issue that the new Agency will need to address.</p> <p><b>2. IRG Update:</b> HR reported that she had spoken at length with Lisa Markham on the phone, and this had been followed up by email. There were two outstanding items following the external audit. The first was the development of a general complaints policy, which HR did not feel should be part of a Safeguarding remit, and which was being progressed by the Council of Priests. Ultimately, Lisa reported that provided Safeguarding had sight of the policy to check it was suitable for survivors, this could be removed as an outstanding item. The second outstanding item was the Outreach Event. HR had advised Lisa that this had, at the time of the external audit, been a means by which to engage with survivors; however, the diocese is now engaging with survivors either directly, or via other agencies. HR is confident that the response survivors have received has been appropriate, and can evidence that survivors know who to contact and how to make contact as and when they wish to. In addition, feedback HR has received from survivors clearly indicates that they will come to the diocese as and when they feel ready, and <i>not</i> in response to an event dictated by the diocese. Lisa had taken this information to the rest of the IRG and did not receive strong responses either way; it was therefore agreed between HR and Lisa Markham that DSAG would be asked to make a decision on whether the Outreach Event should be cancelled. No objections were raised. GB noted that survivors ought to be given the choice of when and how to make contact, and so from that perspective the Outreach Event would not be appropriate. The Outreach Event will therefore not go ahead.</p> <p><b>3. Safeguarding Risk Assessment for groups accessing parish buildings:</b> FG advised that a small working group is developing an electronic risk assessment tool. It is hoped it will be available later this year, and will be trialled by two dioceses before a full national roll-out. The Archdiocese of Glasgow have agreed to trial it, and if no other dioceses sign up, Galloway can also trial it;</p> <p><b>4. Parish Safeguarding Teams:</b> MB provided an update. A few parishes have been approached to provide training to form PSTs, however finding a date to suit everyone has been difficult. MB will progress this.</p>	<p><i>MB: set date for PST training</i></p>
6.	<p><b>IGI Standard 2:</b></p> <p><b>1. PVG Updates:</b> HR advised that this began last summer with a backlog of PVGs dated prior to 2016. It has been a massive undertaking, and HR thanked MB, GB, HMcK and Ann Tierney for all their help. Dozens of PVGs have been updated; dozens</p>	



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	<p>more volunteers have been identified as no longer being in ministry or not needing a PVG for their ministry, and numerous parish meetings have taken place to try and achieve 100% compliance by the end of January 2022. It was a very worthwhile undertaking and has set the tone for ensuring everyone is aware that PVGs need to be updated every 5 years. However, Disclosure Scotland's most recent advice is that the new legislation rollout will take longer than was initially thought; this means that in a sense, the pressure is off, however we are well on the way to being complaint with the new legislation when it does come into force.</p> <p><b>2. Safe Recruitment:</b> HR proposed that applications for people wishing to commence regulated ministry should be moved to an online system such as JotForm. This would cut out several steps of handling paper applications, which often becomes time consuming. Some discussion took place around GDPR requirements and confidentiality; HR advised that Dunkeld already have a compliant system in place, and we could copy their model. This was agreed to and will be progressed. Paper applications will still be an option for volunteers who are not comfortable with online forms.</p>	<p><i>HR: Progress online application forms</i></p>
7.	<p><b>IGI Standard 3:</b>  <b>DRAMT Update:</b> FG provided an update, highlighting the development of SWP paperwork, as gaps had been identified in the information received by the diocese when a high risk offender seeks to worship in one of our parishes. DMcK highlighted the difficulties surrounding the lack of legal enforcement of SWPs. HR noted that DRAMT members are professionally highly skilled and their experience is very valuable; however, combining their professional expectations with pastoral, ecclesial or canonical considerations is not always a comfortable balance. FG further noted that by definition, DRAMT discussions must be robust and, at times, uncomfortable, and that this is what DRAMT exists to do.</p>	
8.	<p><b>IGI Standard 4:</b>  <b>Survivor Outreach:</b> This was previously considered under 5.2 above. In addition, FG reminded the group that discussion had previously taken place about the creation of a blog for survivors, which would be posted on the diocesan website. HR stated she is reluctant to commit to this in the short term due to current workload; it would lead to a poor quality blog being produced under time pressure. However, it can be re-visited at the next DSAG meeting, with a plan possibly being drawn up to identify guest bloggers who can write well, and who can take up some of the work. It was agreed that FG, HR and GB would meet to develop a plan to bring this forward. +WN suggested that a survivor providing a positive experience of Safeguarding would be beneficial.</p>	<p><i>HR, FG and GB to develop blog plan.</i></p> <p><i>HR to speak with a survivor about contributing.</i></p>
9.	<p><b>IGI Standard 5:</b>  <b>Standard 5 Working Group Update:</b> HR advised that she has an outstanding piece of work to do around ensuring all the Protocol documents are fully compliant with IGIv2. This will be done soon, and</p>	



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	the documents will then be circulated to members of the Working Group for final feedback.	<i>HR to ensure compliance with IGLv2 and circulate</i>
10.	<p><b>IGI Standard 6:</b></p> <ol style="list-style-type: none"> <li>1. <b>Deanery Updates:</b> Each deanery was asked to comment.               <ol style="list-style-type: none"> <li>a. <b>St. Joseph's:</b> AB stated that she is growing her team and trying to engage younger volunteers in it as well;</li> <li>b. <b>St. Margaret's:</b> LM stated that she and Angela Brown are hoping to arrange visits to each of the parishes they are responsible for, so that they are visible there;</li> <li>c. <b>St. Mary's:</b> MB noted that as part of her audit support meetings, she found communication about Safeguarding to be very variable. MB proposed that each parish should have dedicated space on their noticeboards for Safeguarding. +WN, GD and WMcF felt this was unlikely to be achievable due to the competition for noticeboard space, and various members also noted that generally, people don't pay attention to what is on the noticeboards. However, it was felt that MBs point about how Safeguarding communicates was very valid and that further consideration should be given to this. Some proposals included e-distribution of the Safeguarding bulletin to parishioners, and improved use of technology such as QR codes. LM and HMCK both have experience of working with QR codes and offered help, particularly when LM is on maternity leave after April. HR also wondered if the development of "Safe Spaces" around the diocese may be something to explore.</li> <li>d. <b>St. Andrew's:</b> JL noted that the Training for Trainers event was useful, and that he hoped to have a meeting to complete relevant parish audits soon.</li> <li>e. <b>SSVP:</b> DG advised that SSVP are proactive now with issues around Safe Recruitment; he also provided information around SSVP's communication strategies. Following some discussion, it was agreed that HR will work with DG and PS to ensure mutual understanding of issues around SSVP Safe Recruitment requirements.</li> <li>f. <b>Religious Orders:</b> GO advised that he is able to contact the diocesan team in the event of questions or issues arising.</li> </ol> </li> <li>2. <b>Reinforcing links with PPs and PSCs:</b> HR advised that the uptake for parish audit meetings increased even further this year, which is positive. MB noted that some PPs remain very disengaged from Safeguarding, which HR acknowledged to be the case. Establishing positive relationships with clergy so that they will view Safeguarding as a source of help and support is, and will continue to be, ongoing.</li> </ol>	<p><i>LM and HMCK to discuss development of QR codes for Safeguarding communications</i></p> <p><i>HR, DG, and PS to work together re: SSVP Safe Recruitment requirements</i></p>
11.	<p><b>IGI Standard 7</b></p> <ol style="list-style-type: none"> <li>1. <b>Training Updates:</b> Trainers were all invited to attend a refresher session. We have 12 trainers, and 8 attended; HR thinks we may have lost a couple of trainers whom she has not</li> </ol>	



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	<p>been able to make contact with. The password-protected Safeguarding resources page on the diocesan website now has all the handouts etc that trainers need, as they are not yet linked to the Toolkit on the national Safeguarding website. Training materials all need updated, however this will be a job for the national director of training when they are appointed. Part 2 rollout is a priority and following the Training for Trainers session, diocesan trainers are poised to deliver that as soon as possible. We will work with parishes on their terms, as every parish is approaching re-opening in their own way. CARITAS pupils are working on a "Core Safeguarding Messages" video and a "Listen/Respond/Record/Refer" refresher video; this has been delayed repeatedly due to outbreaks of Covid and isolation etc, however progress is now being made.</p> <p>2. <b>Clergy Training:</b> This was postponed until 9<sup>th</sup> June but is shaping up very well. There are a couple of confirmed visiting speakers/presentations and a good team working to develop a very practical and informative day for the clergy. HR is looking forward to delivering it.</p> <p>3. <b>National Webinar:</b> FG advised she had collated and analysed the evaluations from the National Webinar, which were overwhelmingly positive. Galloway was well-represented by attendees, and both HR and LM were on the panel of presenters. One key area of development identified was the need for a national Safeguarding Risk Assessment tool, and training in its use; see item 5.3 above.</p>	
11.	<p><b>IGI Standard 8</b></p> <p>1. <b>Terms of Reference for DSAG:</b> FG requested feedback on the Terms of Reference document. HR noted that a plan could be developed to disseminate DSAG minutes more widely; current circulation is only to a relatively small group of active Safeguarding personnel. JL noted that technology should be used to disseminate these more widely. GB noted that parishes have developed electronic mailing systems during the pandemic and these could be utilised. HR requested DSAG members let FG know of any training needs they have, as DSAG-specific training will need to be developed. It was agreed that FG and HR will liaise to go through the Terms of Reference again, and then present them to DSAG for ratification.</p>	<p><i>HMCK and LM to include this in QR code work?</i></p> <p><i>FG and HR to review Terms of Reference</i></p>
12.	<p><b>AOCB</b></p> <p>1. +WN offered his appreciation to the Safeguarding team for their commitment and work during his tenure as Bishop of Galloway. This is his final DSAG before taking up his new role as Archbishop of Glasgow;</p> <p>2. RR expressed her thanks for being invited to attend the meeting, and stated she had learned a lot and taken a lot of notes;</p> <p>3. HR thanked +WN for his support of her in her role as DSA, and thanked RR for attending;</p>	



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	<p>4. HR advised that the International Safeguarding Conference will be taking place in Rome in June, entitled <i>Reporting Abuse: Obligations, Dilemmas and Reality</i>. As part of the preparation for this, HR has been asked to hold three focus groups between March and May, each with a maximum of 20 Church Safeguarding personnel, and submit a report following each of the three meetings. This will help inform the content of the Conference itself in June. HR is waiting for details on e.g. the required composition of these focus groups, however in the meantime she asked DSAG members to think about becoming involved, and to look out for an invitation to participate. The turnaround will be quite quick, as names of attendees have to be submitted to Rome by 18<sup>th</sup> February.</p> <p>5. FG asked attendees whether future meetings should be held virtually or in-person. The majority felt that virtual meetings work best, both in terms of minimising travelling time, and for increased attendance. HR suggested an annual “in person” meeting, perhaps incorporating some training, to allow for team building. FG and HR will develop a proposal for the future structure of meetings, and present it at the next meeting.</p>	<p><i>HR to disseminate info on Rome Conference preparatory meetings</i></p> <p><i>FG and HR to develop proposal for future meeting structure</i></p>
13.	<b>Date and time of next meeting:</b> Saturday, 11th June 2022 at 11:00 am, online.	