

**MEETING OF THE CONGREGATION'S SAFEGUARDING COMMITTEE FOR ITS COMMUNITIES
IN IRELAND DATE OF MEETING: 9th JANUARY 2020**

LOCATION: CHIGWELL CONVENT

Safeguarding Committee members present: Sister Eileen McLoughlin, Chair (EM); Sister Angelo Roncalli (Kathleen) Corbett, Designated Liaison Person for the Congregation (KC); and Sister Marie Majella Galvin (MG)

Secretary to the Committee: Bridget Cullen (BC)

Apologies: Sisters Margaret Dobbin and Mary Joseph Jones

Introduction

1. EM opened the meeting with a prayer. She welcomed the group and thanked MG for making the journey from Knock. EM added that Sisters Margaret Dobbin and Mary Joseph Jones had sent their apologies, having been unable to attend today's meeting.
2. EM explained that the purpose of the meeting was to review the self-audit forms for the period 1st November 2018 to 31st October 2019, completed by the communities in Ireland. The Committee would then decide, based on their review of the audits and the progress made against the actions arising from last year's review, what actions the communities should undertake over the next 12 months to improve their current safeguarding practices.

Review of Self-Audit Forms

3. **Belfast Community Self-Audit:** The Committee noted that the information included in the completed audit form did not give rise to any safeguarding implications. The community's circumstances had not changed since the previous audit. This would be the last audit of the Belfast Community, as it had recently closed.
4. **Knock Community Self-Audit:** The Committee noted that since last year's audit, Sister Genevieve Butler had joined the Knock Community. The Committee agreed that it would not be necessary to attribute any actions to the community for the incoming audit year, as the Sisters had no ministries involving children, nor ministries with external organisations involving children, and no groups with children visited the community.
5. **Roscrea Community Self-Audit:** The Committee reviewed the completed self-audit form and also the action plan, which had been put in place, following last year's review.
6. As regards the action set by the Committee for this audit period - i.e. to ensure that the organising group of the Memorial Gathering of the Adoptees completed Form 1.5A Template 1 for their 2019 Memorial Event at Roscrea - the Committee noted that the Roscrea Community had been unable to locate the completed form. The

Committee agreed that they would not pursue the matter. The Congregation had, in any event, public liability insurance cover for the Roscrea cemeteries.

7. This would be the last audit of the Roscrea Community, as it had closed at the end of November 2019.
8. **Cork Community Self -Audit:** The Committee reviewed the completed self-audit form and also the action plan which had been put in place by the Committee, following last year's review.
9. **Cork Community Action Plan for the Year 1st November 2018 to 31st October 2019 (attached at Appendix A):** The Committee noted that the actions at B & C remained outstanding.
10. **Action B:** The Committee agreed that KC would now assume responsibility for progressing this action and would contact Niall Moore at the National Board for advice on how to arrange the Safeguarding Information Session. **(Action: KC)**
11. **Action C:** BC reported that Niall Moore had confirmed that the National Board no longer held dedicated training sessions for new Safeguarding Committee members. The Committee agreed that, in the circumstances, it would suffice for Sister Mary Joseph to attend the planned Safeguarding Information Session and KC could provide her with any further information she required for her role.
12. As regards **Action A**, the Committee noted that while the action had been completed, the Cork Community were unable to locate the completed Form 1.5A Template 1 received from the Bessborough Commemoration Group for their 2019 Memorial Service. The Committee decided not to pursue this.
13. The Cork Community Leader had informed the Committee that Sister Una Mulvey was no longer carrying our ministries with external organisations involving children.

Wider Discussion

14. **Cork & Roscrea Cemeteries:** EM explained that the Cork and Roscrea cemeteries were the responsibility of the Board of Directors of the Congregation of the Sacred Hearts of Jesus & Mary Trust. As Chair of the Board, EM would ask Sister Una Mulvey, one of the directors, to assume responsibility for ensuring that the organising group of the Memorial Gathering of the Adoptees and the Bessborough Commemoration Group completed Form 1.5A Template 1 for their annual Memorial Events at Roscrea and Bessborough respectively. **(Action: EM)**
15. **Sister Margaret Dobbin's Resignation:** Sister Margaret Dobbin had decided to resign from the Committee, following her appointment to the Colwyn Bay Community. The Committee agreed that, given the recent closure of two of the Congregation's four communities in Ireland, it was not necessary to appoint a new Committee member. EM would recommend this in her report to Sister Mary Mangan. KC would ask Sister Margaret to submit a letter of resignation. **(Action: KC)**
16. **Future Meetings:** The Committee agreed that it would be sensible for the members in Ireland to join future meetings by webinar, rather than travelling to Chigwell.

Meeting Closed