



catholic office for the protection of children and vulnerable adults

annual report 2004

COPCA annual report 2004



Eileen Shearer, director COPCA

Recommendation 19 of *A Programme for Action*, the report of the committee chaired by Lord Nolan published in 2001, states that the Catholic Office for the Protection of Children and Vulnerable Adults “should make a public annual report to the Bishops’ Conference on the overall position in dioceses, and a public annual report to the Conference of Religious on the position in religious orders”.

This is the third such report. During the period January to December 2004, COPCA staff continued to work with lay, clerical and religious colleagues in the development and implementation of arrangements for the protection of children, young people and vulnerable adults in the Catholic community in England and Wales.

COPCA’s full remit, as laid down in the Nolan report (Recommendations 16-19), is found at appendix 1. Membership of its management board and details of COPCA staff are given, respectively, in appendices 2 and 3. Details of the remit and membership of the working groups are included in appendix 4, along with the Policy Development Flow Chart. The annual accounts are shown in appendix 5.

The statistical information given in the report from dioceses and religious congregations (see page 11) derives from annual reports provided to COPCA by 22 dioceses and 93 religious congregations.

If you need to make contact with a child protection co-ordinator in a diocese or religious congregation, contact details are available from the relevant diocese or religious congregation.

Catholic Office for the Protection of Children and Vulnerable Adults (COPCA)

Annual Report 2004

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foreword

The Most Reverend Vincent Nichols, Archbishop of Birmingham, Chairman of COPCA Management Board

I am pleased to present this annual report of the Catholic Office for the Protection of Children and Vulnerable Adults for the Year 2004. This is the third such annual report I have presented and together they tell a story of steady and expanding work in the protection of children and vulnerable adults in the care of the Church.

I want to thank all who are involved in this work in dioceses, religious orders and congregations. I want to offer a special word of thanks to the clergy for all that they have done in this delicate work. That is where the work is done. The role of COPCA is to support, offer advice and monitor the work undertaken in the parishes and religious communities of England and Wales. One of the things that is emerging as a most important achievement of all concerned in this work is the fact that we have a shared, "one Church", approach to this important part of our ministry.

This report for 2004 details the progress that has been made.

During the year important policies have been developed and put into place. These concern, in the first place, the structure or framework through which the work of child protection is carried out. As the details of this report show, each of the Child



The Most Reverend Vincent Nichols

Protection Commissions reflects the balance that we need between independent professional advice and thorough ownership by the Church of the work that is being undertaken.

Policies concerning how to respond to allegations have also been agreed and put in place.

In the details of this report it is noticeable that a significant number of cases are referred back to a diocese and religious orders by the statutory authorities who come to the conclusion that they can take no further action upon them. This means that decisions regarding the ongoing care of children in

the Church falls to the authorities of the dioceses and the religious orders. In coming to judgements, professional assessments of the risks involved in the different circumstances of each case play an important part. It is therefore very significant that we now have in place much stronger policies offering advice and guidance as to the quality and use of these professional assessments.

The report draws attention to the considerable amount of training that has been undertaken throughout the Catholic community in the course of this year. It has doubled compared to 2003.

The nature and number of allegations that have been brought forward in the course of the year 2004 are also given. An indication of the time span

of these allegations is provided.

Not surprisingly it can be seen that the 1960's and 1970's are the time to which many allegations refer.

All involved in the work of the protection of children will be encouraged to see the evidence contained in this report of a context of growing support and trust which enables people to come forward with their anxieties and concerns about their memories of what happened to them in the past or indeed more recently. Our heightened awareness and responsiveness to the mistreatment of vulnerable people is a measure of the progress that is being made not only in the Church but in our society at large.

Managing change within a community is always a difficult and delicate matter. Those responsible for the direction of COPCA and the advice and support which it gives to dioceses and religious orders are very conscious of some of the tensions created by

the nature and the pace of the change which is taking place within our community. However, we are confident that the steps which we are all taking strengthen our capacity to nurture and care for the children and the vulnerable people of our society.

The members of the COPCA Board are therefore particularly appreciative of those who, day by day, carry the burden of this detailed, taxing work. I would like to take this opportunity of renewing our thanks to all.

As the final section of the report indicates much remains to be done. I look forward to next year's annual report in which I am

sure we will be able to see the extent to which this work has been consolidated within the Catholic community and will have reached a very significant and important stage.

+Vincent Nichols
Archbishop of Birmingham
Chairman, COPCA Management Board
March 2005

"The formation of our Management Team is empowering of the implementation of many other policies. The officers' accountability to this group and their support for the work means that we are establishing an open and transparent system of working in child protection throughout the diocese. This impacts on case work, as our Chairperson can consider particular areas and give recommendations to the Bishop. This is based on a discussion with the management team/commission and is written in minutes and documented in case files and underscores Handling Allegations Policy" (Diocesan CPC)

"Our heightened awareness and responsiveness to the mistreatment of vulnerable people is a measure of the progress that is being made not only in the Church but in our society at large."

a culture of vigilance

Introduction

Much has been achieved since Lord Nolan's report, *A Programme for Action*, in 2001. By 2004, 71 of his 83 recommendations had been acted upon, 64 of them now being the formally agreed policy of the Catholic Church of England and Wales.

COPCA, established as a direct result of Nolan, is not itself responsible for the work of protecting children, young people and vulnerable adults. This responsibility properly rests with the bishops, congregation leaders and their respective trustees.

During the year 2004 great progress has been made in all the dioceses and religious congregations. Independent, transparent and expert advice is now available to bishops and congregation leaders; clear roles and responsibilities have been set down for the key roles in child protection; all clergy and the majority of religious have undergone checks carried out by the Criminal Records Bureau, as have all new appointees to roles with children and young people; local child protection representatives are in place in the vast majority of parishes, and the recruitment effort continues; co-operation between the dioceses, between dioceses and religious congregations, and between Church personnel and the statutory authorities is reported to be generally excellent, and hugely improved in recent years.

Within the Conference of Religious, much effort has been put into developing a suitable structure of Child Protection Commissions and CPCs. This will ensure that religious congregations have a choice about whether to work through a diocesan or religious Child Protection Commission. It will also reduce the 184 religious CPCs to a suitable number that can work closely with COPCA and develop practice expertise. Each congregation will have a link person who will liaise with the relevant child protection co-ordinator and commissions.

It is essential that all those working with children, young people and vulnerable adults

continue to focus on creating a culture of vigilance and awareness. This will both prevent the abuse of children, young people and vulnerable adults from occurring, and enable anyone who has suffered abuse to come forward and be confident that his or her concerns will be dealt with promptly, sensitively and appropriately. The Church's work with children, young people and vulnerable adults can then flourish and develop in safety and with confidence.

It is the task of COPCA to support those with responsibility for this work and its aims.

The Office is accountable to an independent management board chaired by the Most Reverend Vincent Nichols, Archbishop of Birmingham. It is required under Recommendation 18 to monitor and report on the effectiveness of arrangements in each diocese and religious congregation. Its task, through advice, good practice guidance and co-ordination, is to ensure that robust systems are put in place to safeguard the welfare of children.

A central element of COPCA's work is regular contact with diocesan and religious child protection co-ordinators (CPCs) and diocesan child protection officers (CPOs) to work with them to support, advise and monitor national policies and procedures. Bi-monthly national meetings allow best practice to be shared, policies and procedures to be developed and clarified, while common issues are identified and mutual support is offered.

The COPCA management board wishes to express gratitude and appreciation of the expertise and commitment of Child Protection Commissions, child protection co-ordinators, and child protection officers throughout England and Wales. We also wish to thank the Catholic priests and religious for their steadfast co-operation.

Independent, transparent and expert advice is now available to bishops and congregation leaders; clear roles and responsibilities have been set down for the key roles in child protection...

clarity and consistency

The growth of national policy development

Clear and consistent national policies for the protection of children, young people and vulnerable adults are essential to minimise the risk of abuse. Policies and procedures are one of the essential building blocks in developing an organisation committed to ensuring best practice in this field. Training, high-quality supervision and clear management accountabilities are also required to achieve this goal.

In July 2004, COPCA issued updated national policy and procedure documents to all bishops and congregation leaders, and to all child protection co-ordinators in dioceses and religious congregations.

The organisational structures policy was implemented in the 12 months to July 2004, with clear job descriptions and accountability for all those with child protection responsibilities, and with consistent and demonstrable independence and transparency in the operation of diocesan and religious Child Protection Commissions.

In April 2004, the Catholic Bishops' Conference of England and Wales agreed to implement two vitally important policies: *Child Protection: Responding to Allegations* and *Independent Risk Assessment Policy*. The Conference of Religious in England and Wales also agreed to implement these policies in May 2004.

The first of these policies will provide confidence to those who receive allegations or concerns of abuse within the Church setting on what to do and where to seek help. The latter gives a framework for commissioning high-quality risk

assessments from well-qualified practitioners to inform the recommendations of Child Protection

Commissions regarding future risks presented by a person who has, or is alleged to have, committed abuse, in situations where the Church has specific responsibilities in Canon Law as well as a duty of care to the public. The policies came into effect on 1 June 2004.

COPCA staff led five workshops on implementation for bishops, commission members, CPCs and CPOs in Liverpool, Bristol, Milton Keynes, York and Westminster in the summer of 2004. Training

events designed by COPCA were also held in Birmingham and London in November and December 2004.

The working group on policies for the support of those affected by abuse (survivors, their families and communities, as well as those who have or are alleged to have committed abuse) has undertaken two rounds of consultation and presented the draft document to the CPCs and CPOs national meetings.

Creating a Safe Environment, the substantial policy document that will be a foundation for good preventative practice at local level in parishes and other local activities, is also nearing completion. The draft has been sent out for consultation and has been reviewed at the national meeting of CPCs.

Both these important policies will be finally agreed by the COPCA management board and considered by the Conference of Bishops and the Conference of Religious in the course of 2005.



Claire Johnson, Team Secretary

moving forward

The growth of national policy development



Liz Murphy
National Child
Protection Officer

Work on the following has continued during 2004:

- A child protection curriculum for seminaries and religious houses of formation
- Policies for vulnerable adults
- Guidance for undertaking reviews of historic cases

During 2004, therefore, progress has built on the efforts of the past two years in moving forward rapidly with the development of national policies. This growth is the result of a concerted and sustained effort by the members of the working groups that have worked on developing the policies.

The COPCA management board wishes to thank all those both inside and outside the Church who gave their time and expertise in developing these policies. Their commitment is much appreciated.



Penny Nicholson
National Child
Protection Officer



Patricia Fletcher-Kaye
PA to the director
and office manager

implementation

Reports from the dioceses and religious congregations

The figures in the following tables give information about the implementation of policy at local level, and the handling of cases reported during 2004.

They cannot give a full picture of the work undertaken in dioceses and religious congregations. Cases from previous years usually involve continuing and often extensive work. The vital preventative work of awareness-raising and policy implementation work at local level, which is so essential to the future safeguarding of children and young people in the Church, demands much time and energy, and cannot be fully represented in numerical terms.

The complex, sensitive and demanding work carried out by child protection co-ordinators, child protection officers and by the Child Protection Commissions established throughout England and Wales is invaluable in assuring the well-being and safety of children and young people in the Church.

"I have used the Policies and Procedures documents for reference on frequent occasions. They provide clarity and peace of mind that I have somewhere to begin when needed to further my own understanding. Hopefully this has reduced the time I would have spent contacting a COPCA representative in order to discuss a specific matter." (Diocesan CPO)

A. Prevention: Creating a safe environment

1. Child Protection Commissions

Considerable progress has been made in dioceses in establishing sound and independent processes to inform the Church authorities' decision-making.

In particular, the number of parishes without local child protection representatives has reduced from 202 to only 87 during 2004. (see Figure 2)

Of 22 dioceses, 15 have been able to appoint chairpersons of their child protection commissions who are independent of the Church authorities and who have specialist knowledge of child protection.

In every diocese there is at least one member from the statutory agencies dealing with child protection.

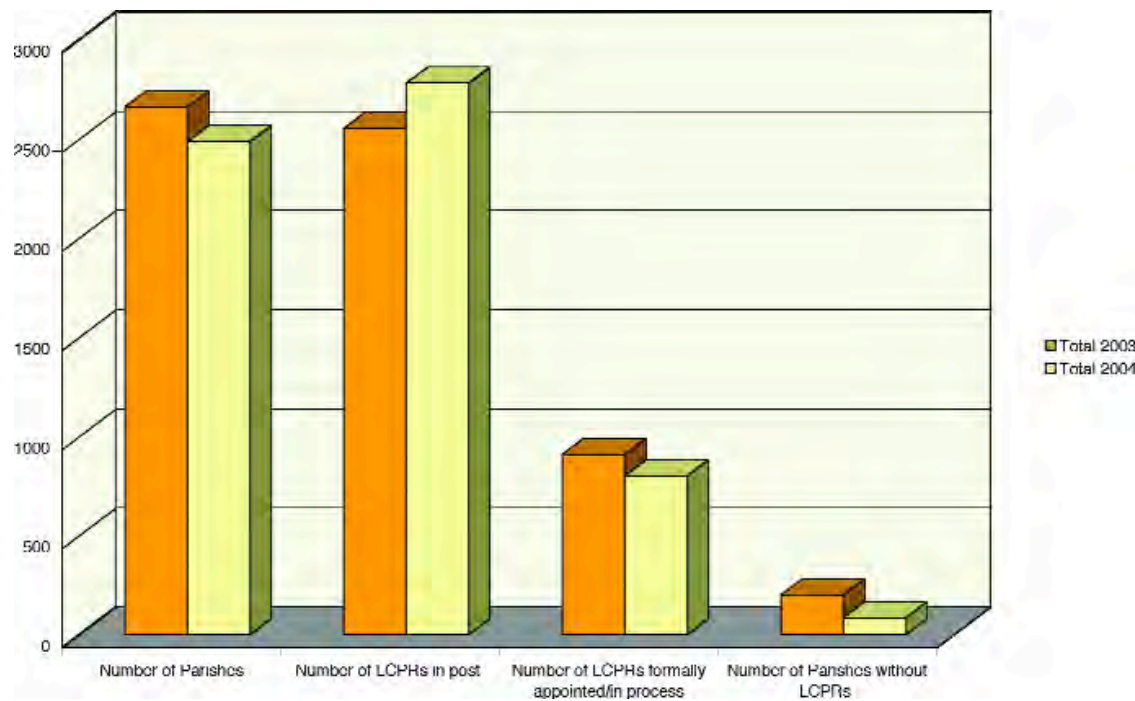
Records show that 21 of the Child Protection Commissions have representatives from the police, 20 from local authority social services, and 10 from the probation service.

2. Appointment of Local Child Protection Representatives (LCPR) in dioceses

Considerable progress has been made in this area; the role of the LCPR is increasingly understood and accepted.

	Total 2003	Total 2004
Number of parishes	2663	2488
Number of LCPRs in post	2554	2782
Number of LCPRs formally appointed/in process during the year	911	802
Number of parishes without LCPRs	202	87

Fig. 2



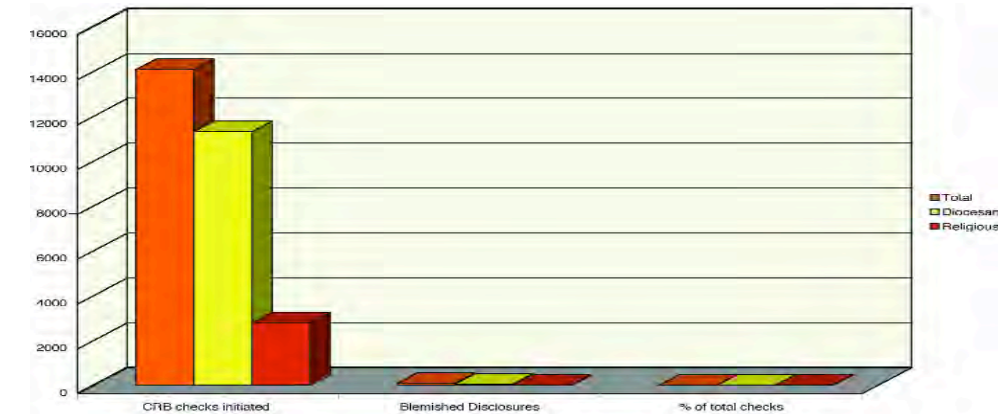
3. Criminal Records Bureau (CRB) checks

Everyone who works with children, young people or vulnerable adults, whether employee, office holder or volunteer, undergoes a CRB check. Encouragingly, the number of checks made in 2004 rose from just over 5000 in 2003 to over 14,000. The overall proportion of blemished disclosures is 0.74 per cent in 2003 and 0.67 per cent in 2004. All new entrants working with children and vulnerable adults have completed CRB checks, as have all clergy and the majority of religious in active ministry. The number of religious checks below does not include checks undertaken through bodies other than COPCA (schools, care homes etc.) where the results have not been passed on.

CRB checks undertaken through COPCA: 1 January 2004 – 31 December 2004

	CRB checks initiated	Blemished disclosures	% of total checks
Total	14,083	95	0.67%
Diocesan	11,313	70	0.61%
Religious	2,770	25	0.90%

Fig. 3



4. Training

Training is a critical part of creating a safe environment. The great achievement in this area is a doubling of the amount of training compared to 2003, with 292 training events or days training given to 5645 participants. Training has included the following topics:

- Raising awareness and updating on policies on child protection
- Support for those affected by abuse
- Responding to allegations of child abuse
- The place of the CRB in safe recruitment and selection
- Confidence in ministry with young children
- Safeguarding children by promoting their welfare
- Assessing risk when it comes to blemished CRB disclosures
- Good practice with children and vulnerable adults
- Re-integrating sex offenders into the community

A range of participants took part in the training and included local child protection representatives, religious congregation members, diocesan clergy, volunteers and youth workers. Child protection co-ordinators and officers have received training within local networks and from COPCA.

B. Responding to allegations and managing risk

The following figures relate only to allegations of abuse occurring in a Church setting. Allegations that may have been made to Church representatives about cases of abuse within families or the wider community are referred on to statutory agencies.

Whenever an allegation of abuse is received it means not only that the victim can be protected, but also that the risk the alleged offender may present to other children and young people can be dealt with effectively. The information about cases reported in 2004 contained in this report demonstrates the transparency and openness of the Church in dealing with allegations.

The prevalence of child abuse in any organisation, and indeed within society as a whole, is not truly represented by the number of reports made. The NSPCC's research suggests that as many as 30 per cent of children and young people who have suffered abuse never tell anyone. For the Church, as for society as a whole, therefore, reports of abuse are, sadly, likely to understate the prevalence of child abuse.

The number of reports received should not be misunderstood. Indeed, work in raising awareness could, initially at least, be expected to produce an increase in the number of reports. Such an increase would have considerable beneficial effects in that action can be taken, once a report is made, to protect the person abused, and to prevent any further abuse of others.

The number of victims arising from a single allegation may not be known at the time of the report and further victims often come to light during investigation. It is not possible to report on the actual number of victims in cases of internet pornography

There are 5,128 diocesan clergy; 41 were the subject of allegations in 2004. Out of 6,000 religious, 27 were the subject of allegations. Over 132,000 volunteers work within the Church in a variety of ways; 13 allegations were received relating to this group.

Three allegations were made against employees. In the first case a warning was given; in the second case organisational disciplinary procedures are in process; in the other the outcome of the statutory investigation is not yet known.

5. Type of alleged abuse

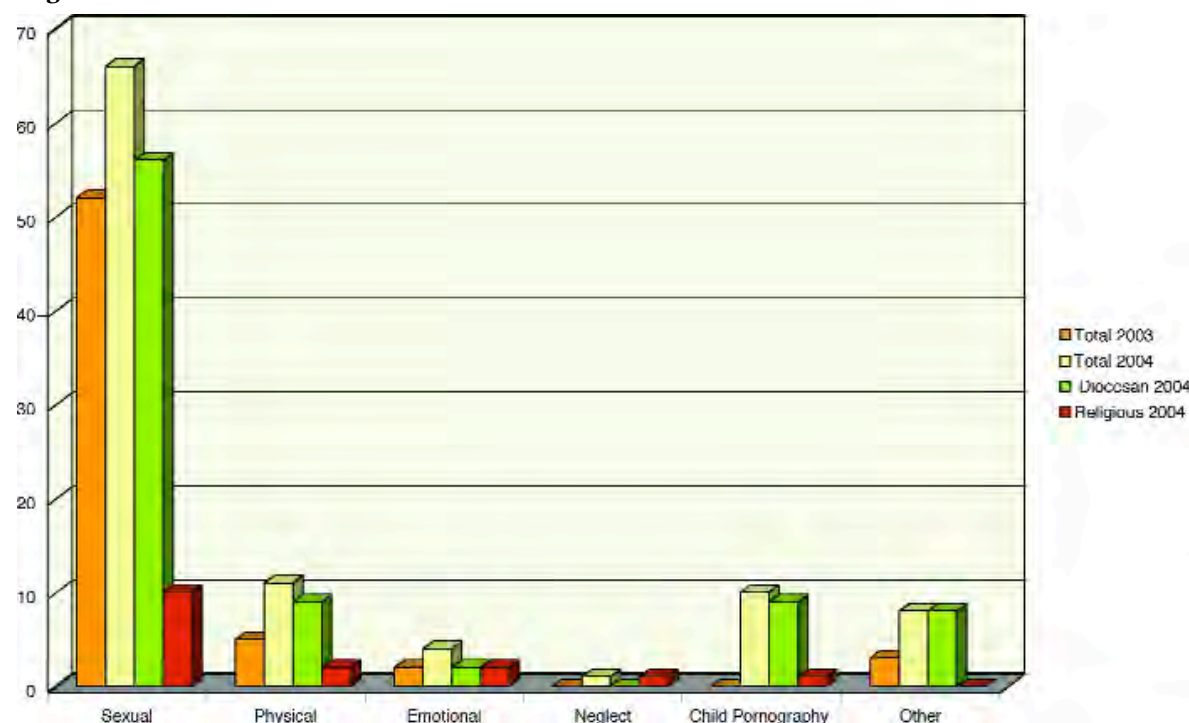
Allegations of abuse reported to statutory authorities in 2004: by type of abuse

	Total	Total	Diocesan settings	Diocesan settings	Religious settings	Religious settings
	2003	2004	2003	2004	2003	2004
Sexual	52	66	47	56	5	10
Physical	5	11	3	9	2	2
Emotional	2	4	2	2	0	2
Neglect	0	1	0	0	0	1
Child pornography	N/A	10	N/A	9	N/A	1
Other	3	8	3	8	0	0
Total	62	100	55	84	7	16

Note:

The number of child pornography cases is specifically identified for the first time, having been included in the "other" category in previous years. One case of neglect within a care home has been identified.

Fig. 5



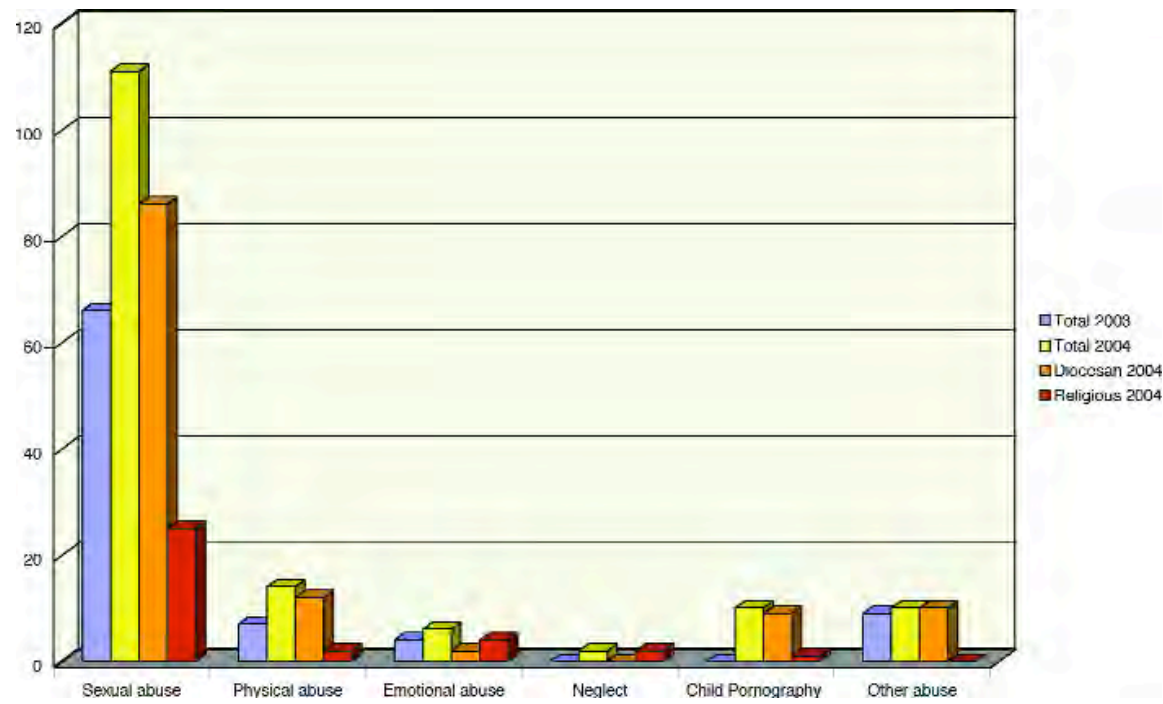
6. Number of alleged victims

Allegations of abuse reported to the statutory authorities in 2004: Number of alleged victims by type of abuse.

	Total	Total	Diocesan settings	Diocesan settings	Religious settings	Religious settings
	2003	2004	2003	2004	2003	2004
Sexual abuse	66	111	56	86	10	25
Physical abuse	7	14	3	12	4	2
Emotional abuse	4	6	4	2	0	4
Neglect	0	2	0	0	0	2
Child pornography	N/A	11	N/A	9	N/A	1
Other abuse	9	10	9	10	0	0
Total	86	153	72	119	14	34

Note: The number of reported victims rose from 86 (from 62 allegations reported) in 2003 to 153 (from 100 allegations reported to the Statutory Authorities) in 2004; the majority were victims of sexual abuse.

Fig. 6

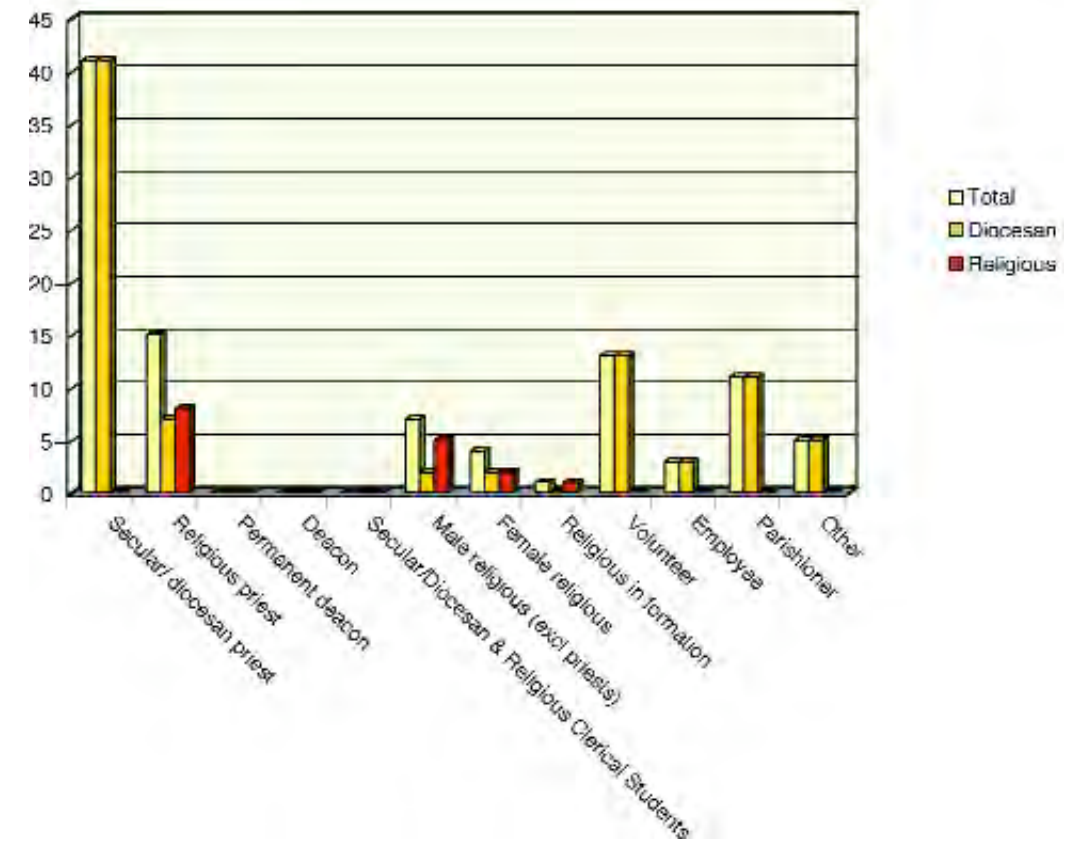


7. Role of alleged abusers

Number of allegations of abuse reported to the statutory authorities in 2004: by role of alleged abuser.

	Total	Diocesan setting	Religious setting
Secular/ diocesan priest	41	41	0
Religious priest	15	7	8
Permanent deacon	0	0	0
Deacon	0	0	0
Secular/diocesan and religious clerical students	0	0	0
Male religious (excl priests)	7	2	5
Female religious	4	2	2
Religious in formation	1	0	1
Volunteer	13	13	0
Employee	3	3	0
Parishioner	11	11	0
Other	5	5	0
Total	100	84	16

Fig. 7



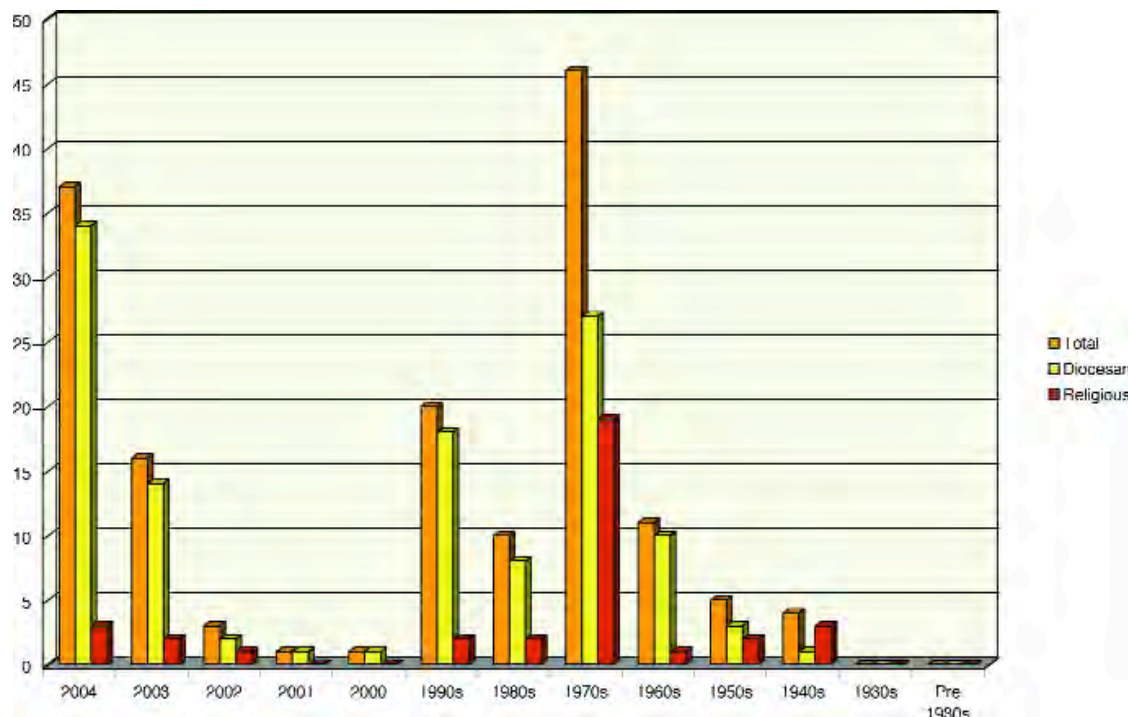
8. Current or historic cases?

Date of abuse contained in allegations reported in 2004: by number of alleged victims

	Total	Diocesan settings	Religious settings
2004	37	34	3
2003	16	14	2
2002	3	2	1
2001	1	1	0
2000	1	1	0
1990s	20	18	2
1980s	10	8	2
1970s	46	27	18
1960s	11	10	1
1950s	5	3	2
1940s	4	1	3
1930s	0	0	0
Pre 1930s	0	0	0
Total	153	119	34

Note: This is information collected for the first time in 2004. The number of cases is larger than the number of allegations in Table 7 because some reports involved more than one incident occurring on different dates.

Fig 8



9. Progress of diocesan cases reported in 2003 during 2004

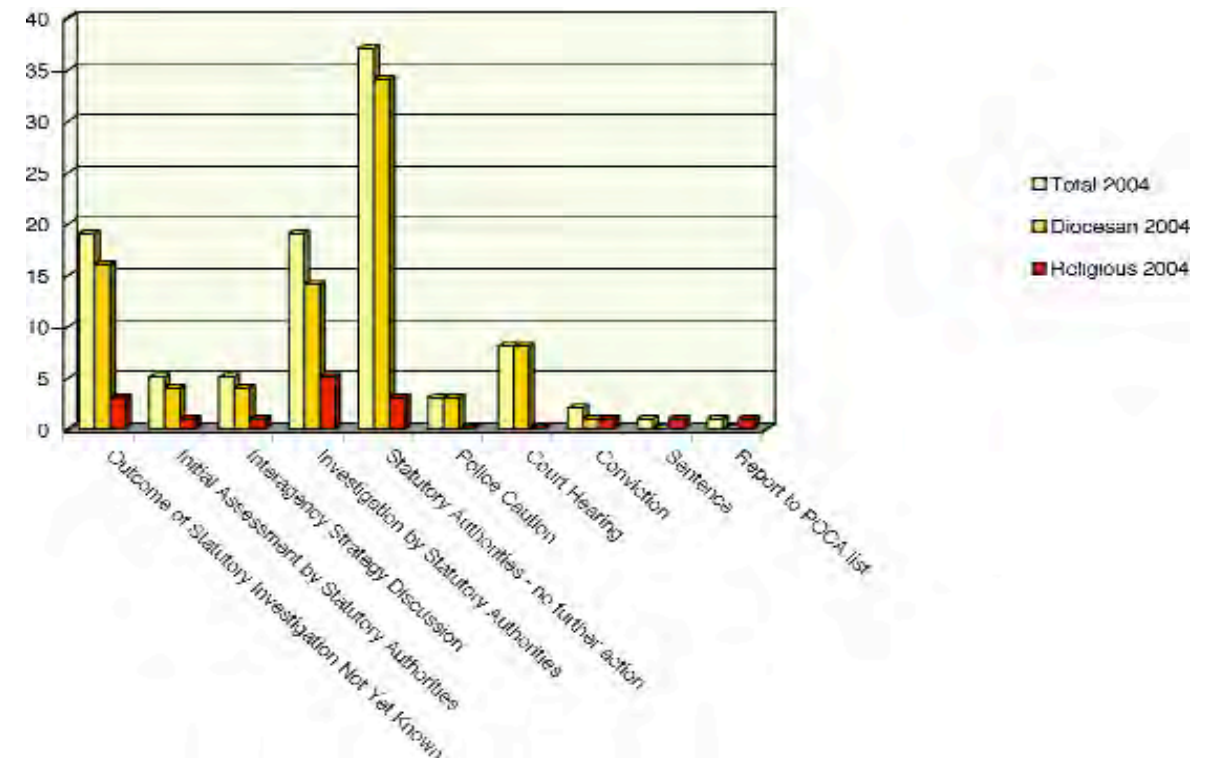
Three cases are still being investigated by the statutory authorities; in the case of 27 no further action has been taken; and there have been 2 cautions, 2 prosecutions, and 5 convictions with sentences. In 8 cases there has been no decision regarding an investigation and 8 cases have been referred to the Protection of Children Act (POCA) List.

It was not possible to provide information about the progress of religious congregations' cases reported in 2003.

10. Summary of progress of cases reported to the statutory authorities in 2004

State of Case	Total 2004	Diocesan 2004 settings	Religious 2004 settings
Outcome of statutory investigation not yet known	19	16	3
Initial assessment by statutory authorities	5	4	1
Interagency strategy discussion	5	4	1
Investigation by statutory authorities	19	14	5
Statutory authorities - no further action	37	34	3
Police caution	3	3	0
Court hearing	8	8	0
Conviction	2	1	1
Sentence	1	0	1
Report to POCA list	1	0	1
Total	100	84	16

Fig. 10



Of the 100 cases reported to Statutory Authorities in 2004, just over a third resulted in no further action by those agencies.

This is not simply a reflection of the level of seriousness or the veracity of the allegation in those cases; further action may not be possible for various reasons relating to the criminal justice system and its response to such cases. Where this happens, it remains necessary for the Church to act to carry out its duty of care by rigorously following up all cases internally, and ensuring that any risk is understood and dealt with.

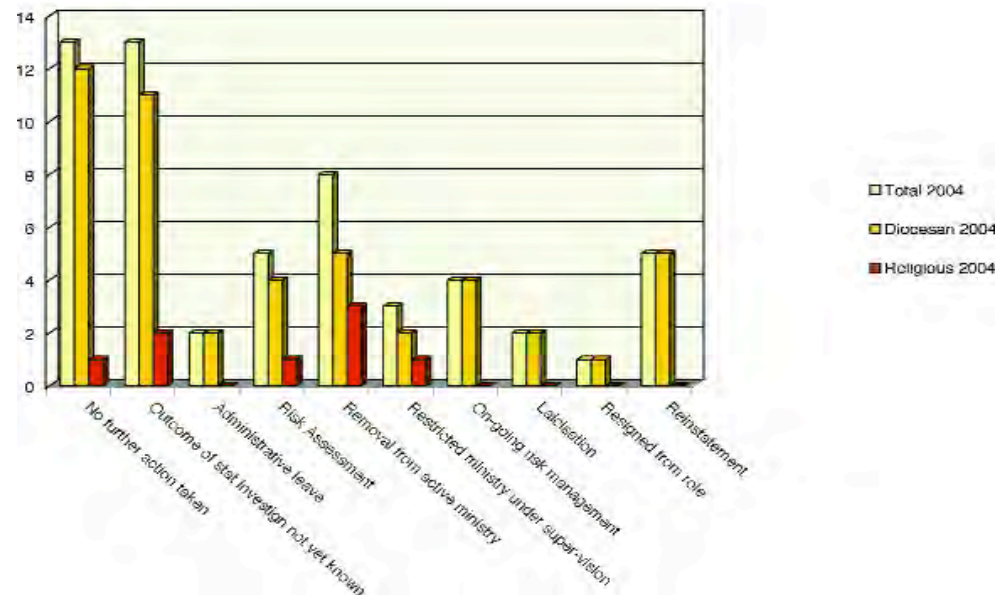
Tables 11 – 15 below demonstrate how seriously this difficult and complex task is taken.

11. Actions taken within the Church regarding priests: Diocesan and religious

	Total 2004	Diocesan 2004 settings	Religious 2004 settings
No further action taken	13	12	1
Outcome of statutory investigation not yet known	13	11	2
Administrative leave	2	2	0
Risk assessment	5	4	1
Removal from active ministry	8	5	3
Restricted ministry under supervision	3	2	1
Continuing risk management	4	4	0
Laicisation	2	2	0
Resigned from role	1	1	0
Reinstatement	5	5	0
Total	56	48	8

Note: The table above shows the most recent stage of the process of dealing with clergy accused of abuse. Please note that all are placed on administrative leave when an allegation is reported to the statutory authorities.

Fig. 11

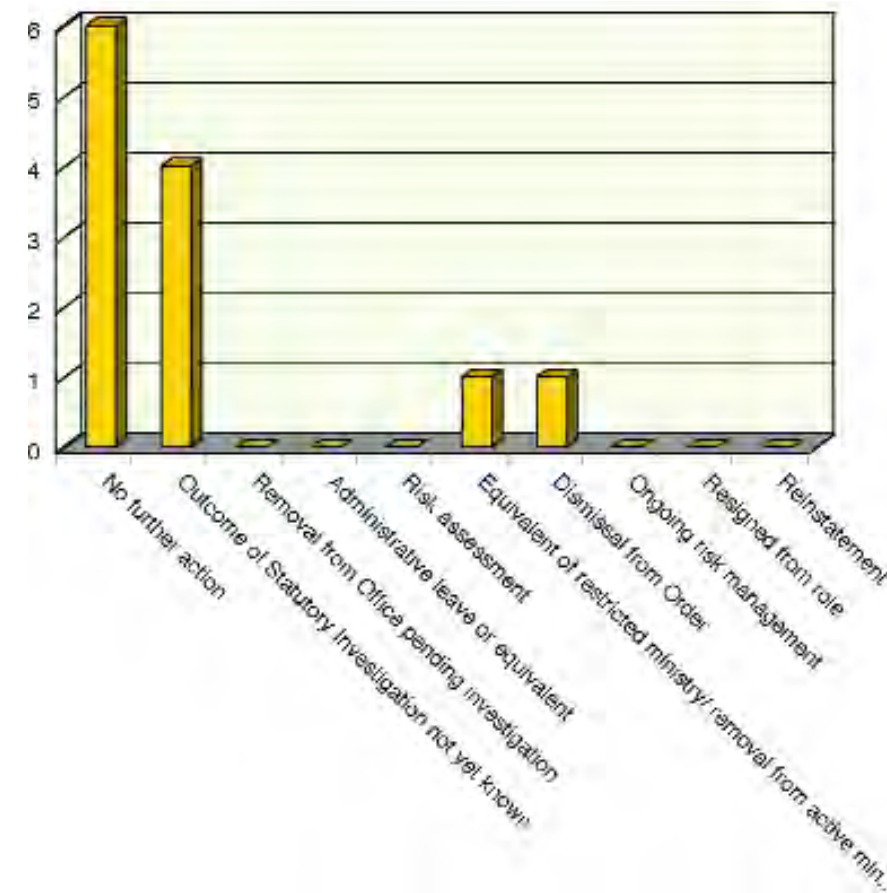


12. Actions taken by the Church regarding male and female religious (non clergy)

	Total 2004
No further action	6
Outcome of statutory investigation not yet known	4
Removal from office pending investigation	0
Administrative leave or equivalent	0
Risk assessment	0
Equivalent of restricted ministry/ removal from active ministry	1
Dismissal from order	1
Ongoing risk management	0
Resigned from role	0
Reinstatement	0
Total	12

Note: The table above shows the most recent stage of the process of dealing with religious accused of abuse. Please note that all are placed on administrative leave when an allegation is reported to the statutory authorities.

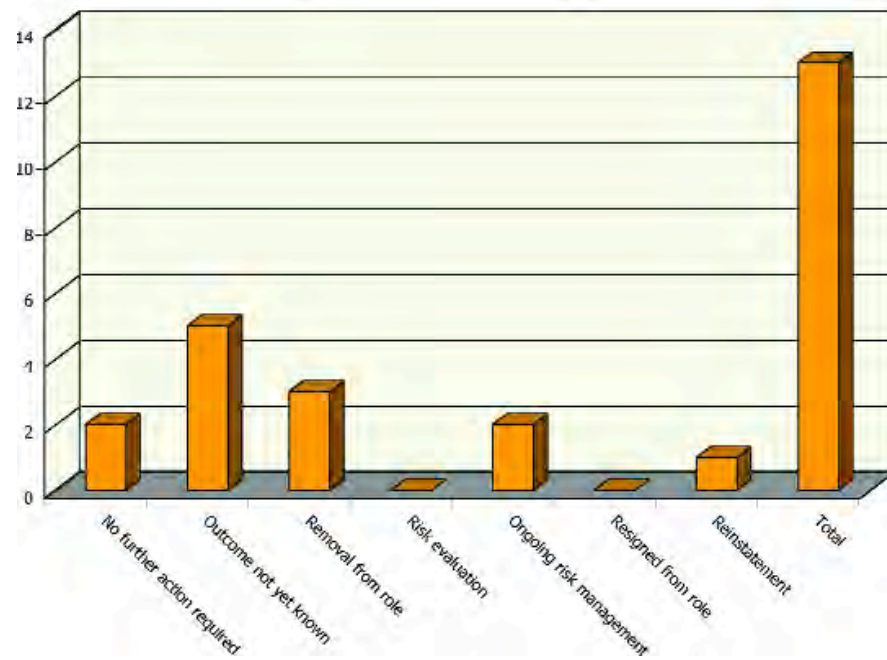
Fig. 12



13. Actions taken within the Church regarding volunteers

	Total 2004	Diocesan settings
No further action required	2	2
Outcome not yet known	5	5
Removal from role	3	3
Risk evaluation	0	0
Ongoing risk management	2	2
Resigned from role	0	0
Reinstatement	1	1
Total	13	13

Fig. 13



14. Actions taken within the Church regarding parishioners

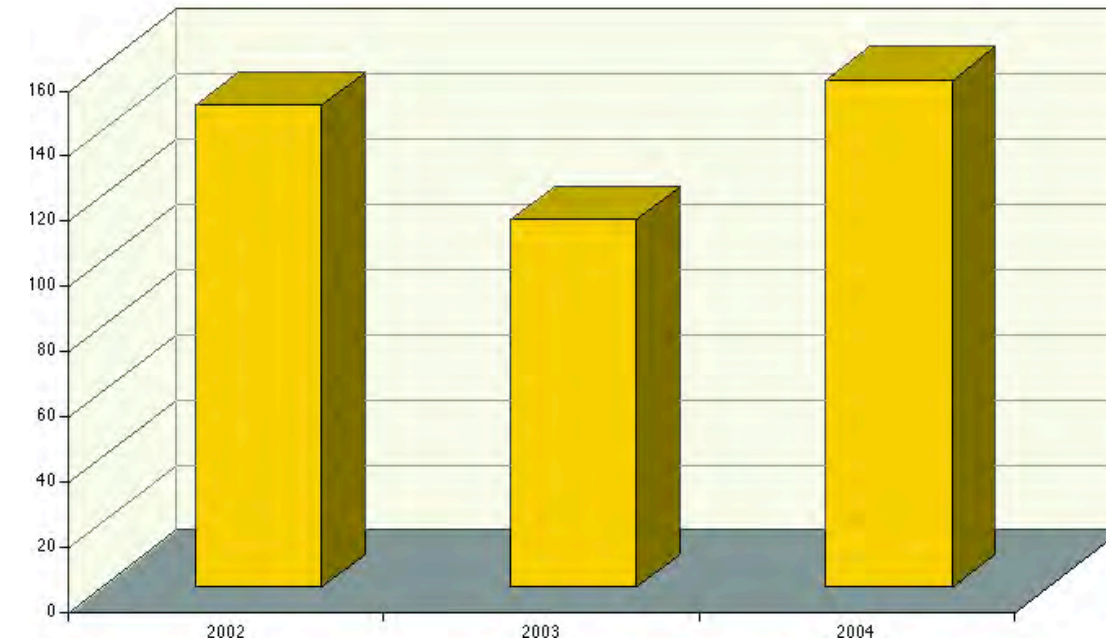
	Total 2004	Diocesan 2004 settings
No further action taken	3	3
Outcome not yet known	6	6
Written agreement for supervision and monitoring	1	1
Statutory authority risk assessment undertaken	1	1
Total	11	11

15. Comparison of total allegations of abuse and reports of inappropriate behaviour* between 2002 – 2004

Year	Total
2002	148
2003	113
2004	156

**Definition of inappropriate behaviour:- "Any behaviour towards children/young people which has been reported as causing concern to any person. In some circumstances, such reports might simply be recorded, in others some intervention might be required."*

Fig.15



the way forward

Aims for 2005

With so much achieved, the challenge for the year ahead is to sustain our energies and efforts to ensure that existing policies underpin practice at local level, and to complete the development of the priority policies recommended by Lord Nolan.

It is intended to continue to implement the policies already agreed in dioceses and religious congregations, as well as those coming into force during 2005. We will also continue to undertake CRB checks for all existing volunteers working with children, young people and vulnerable adults.

COPCA plans include the development of a website, undertaking pilot work on audits of practice in dioceses and religious congregations, and support for the incoming religious child protection co-ordinators.

Conclusion

Widespread support and commitment to the work of safeguarding children, young people and vulnerable adults exists in the Catholic Church. This is confirmed in that COPCA enjoys the active support of everyone from bishops and congregation leaders, clergy and religious, lay volunteers and professional partners, to ordinary Church members.

The fruits of the hard work of 2004 are obvious even from a cursory perusal of the statistics and builds on what has been achieved even in the few years since Lord Nolan produced his report. Behind these statistics are the experiences of children and young people and vulnerable adults whom COPCA and all those entrusted with child and adult protection are charged to serve. The next steps are clearly laid down as we continue to ensure the creation of a safe environment for all vulnerable people within the Catholic Church in England and Wales.

appendix one

Role and remit of COPCA

As set down in *A Programme for Action*, the tasks of COPCA are to

- i. advise the Catholic Bishops' Conference of England & Wales and Conference of Religious on child and vulnerable adult protection policies and principles;
- ii. give expert advice and moral support to dioceses and religious congregations;
- iii. collect and disseminate good practice;
- iv. hold databases of training facilities and other useful information;
- v. maintain a central confidential database of information;
- vi. liaise with statutory agencies including the Criminal Records Bureau at national level;
- vii. liaise with professional bodies and leading charities in the child and vulnerable adult protection fields and with other Churches;
- viii. collect data, monitoring that effective arrangements are implemented in dioceses and religious congregations and seeking to secure improvements where necessary;
- ix. co-ordinate the development of a single set of national policies for child protection and for the protection of vulnerable adults;
- x. make regular reports to diocesan bishops and religious superiors [congregation leaders] on the effectiveness of arrangements in each diocese and religious congregation; and
- xi. make a public annual report to the Bishops' Conference and the Conference of Religious on the overall position in dioceses and in religious congregations regarding the protection of children and vulnerable adults.

appendix two

The COPCA management board

Profile of members

The management board is chaired by the Archbishop of Birmingham, the Most Rev Vincent Nichols, and comprises the following members:

- Terry Bamford, chair, Westminster Area Child Protection Committee. Non-Catholic.
- Rev Tim Bryan, detective chief inspector, Metropolitan Police, seconded to the Dangerous Offenders Unit at the Home Office; member of Nolan Review Committee. Anglican Priest.
- Sr Raymunda Jordan OP, general secretary, Conference of Religious in England and Wales
- Fr David Smolira SJ, provincial, British Province of the Society of Jesus.
- Enid Hendry, head of child protection training, NSPCC. Non-Catholic.
- Mgr Jack Kennedy, formerly child protection co-ordinator, Liverpool diocese; member of the Nolan Review Committee.

- Helen Kenward, independent child protection consultant. Non-Catholic.
- Bernadette Cawley, solicitor. Catholic (appointed in 2004)
- Paul Walton, solicitor. Catholic (resigned in 2004)
- Gill Mackenzie, formerly chief probation officer; member of Nolan Review Committee. Non-Catholic (resigned in 2004)
- Fr Brian McGinley, member, National Conference of Priests (resigned in 2004)

In attendance

- Eileen Shearer, director, COPCA. Non-Catholic.
- Charles Wookey, assistant general secretary, Catholic Bishops' Conference of England and Wales. Catholic.
- Rob McLoughlin, director, Catholic Communications Service. Catholic. (covered by Oliver Wilson, acting director in 2004)

COPCA management board: statement of intent – October 2002

The COPCA management board hereby states its intention to operate in all matters relating to its remit of protecting children and vulnerable adults in Catholic Church settings throughout England and Wales as follows:

- To seek to ensure that common nationally applicable policies, procedures and codes of practice are developed and issued across dioceses and religious congregations in line with best practice
- To develop, review and agree policies, procedures and codes of practice through a consultative process, culminating in ratification

by the COPCA management board, and the agreement of the respective Conferences to implement such policies etc. (See page 31)

- To communicate and issue policies, procedures and codes of practice through agreed channels to members of the Conference of Religious and the Bishops' Conference, through the respective Secretariats, while child protection co-ordinators and officers will receive communications directly from the COPCA offices

appendix three

COPCA staff

Director

Eileen Shearer Appointed January 2002

National child protection officers

Liz Murphy Appointed September 2002. *Resigned October 2004.

Penny Nicholson Appointed September 2002. *Resigned August 2004.

PA to the director and office manager

Patricia Fletcher-Kaye Appointed September 2003

Team Secretary

Claire Johnson Appointed July 2003

* The COPCA management board wishes to acknowledge the ground-breaking work undertaken by the national child protection officers over the past 2 years, and to wish them well in their new roles.

appendix four

Membership of working groups

Organisational structures

Chair Eileen Shearer, director, COPCA

Membership

Margaret Bamford Member of child protection management group, diocese of Arundel & Brighton, Portsmouth and Southwark

Pauline Butterfield Child protection co-ordinator, diocese of Shrewsbury

Fr Michael Smith Child protection co-ordinator, Society of Jesus

Responding to allegations

Chair Rev Bernard Wilson, secretary, Catholic Children's Rescue Society (Salford)

Membership

Penny Nicholson National child protection officer, COPCA

Carmel Knowles Child protection officer, diocese of Birmingham

Fr Richard McKay Child protection co-ordinator, diocese of Clifton

Fr Dennis Tindall Child protection co-ordinator, diocese of Hexham & Newcastle

Br Tom Campbell Child protection co-ordinator, De La Salle Brothers

Sr Una Maguire-Williams Clinical Psychologist, Passionists

Canon law advisor

Mgr. Canon Michael Quinlan

Geraldine Moroney, minute taker and administration, Catholic Children's Rescue Society, Salford

Creating a safe environment

Chair Liz Murphy, National child protection officer, COPCA

Membership

Fr Michael Marsden Child protection co-ordinator, diocese of Middlesbrough

Sarah Baker Child protection officer, diocese of Leeds

Pauline Butterfield Child protection co-ordinator, diocese of Shrewsbury

Sr Margaret Holland Black Country area youth officer and representative of Professional Association of Catholic Youth Officers (PACYO)

Kieran Brooks Local representative, diocese of Oxford

Br Eddie Coupe Child protection co-ordinator, Christian Brothers

Paul Lever National youth development officer, Society of St Vincent de Paul

Rhian Davies * Assistant commissioner (policy and service evaluation), Children's Commission for Wales

* Observer status to provide support and guidance although cannot be part of decision-making as this could lead to a conflict of interest as her role as assistant commissioner may require her to scrutinise or review arrangements relevant to the welfare of children and young people.

Pastoral care

Chair* Liz Murphy, National child protection officer, COPCA

Membership

- Anne Burnage Deputy director, Catholic Children's Society (Arundel & Brighton, Portsmouth and Southwark)
- Rev. Dr. Gerard Fieldhouse-Byrne Clergy support, diocese of Salford
- Rev Roger Reader Prison chaplain, Feltham YOI
- Donald Findlater Director, Lucy Faithfull Foundation
- Ms Shirley Hosgood Child protection officer, diocese of Arundel & Brighton, Portsmouth and Southwark
- Ms Margaret Kennedy Child protection professional/Minister & Clergy Sexual Abuse Survivors (MACSAS)
- Steve Landy Team Manager, NSPCC Safer Communities Project
- Fr Ben Lodge Passionist Community
- Fr Kieron O'Brien Child protection co-ordinator, Arundel & Brighton diocese
- Fr Barry O'Sullivan Child protection co-ordinator, diocese of Salford

** The group was formed and previously chaired by Brendan Mooney, former child protection officer, Archdiocese of Southwark.*

Past cases review

Chair Penny Nicholson, National child protection officer, COPCA

Membership

- Fr Michael Smith SJ Child protection co-ordinator, Society of Jesus
- Fr John Steel Support child protection co-ordinator, diocese Middlesbrough
- Tom Graham Nugent Care Society, diocese of Liverpool
- Peter Turner Child protection officer, Archdiocese of Westminster
- Sr Esther Cavanagh Child protection co-ordinator, Daughters of Charity of St Vincent De Paul

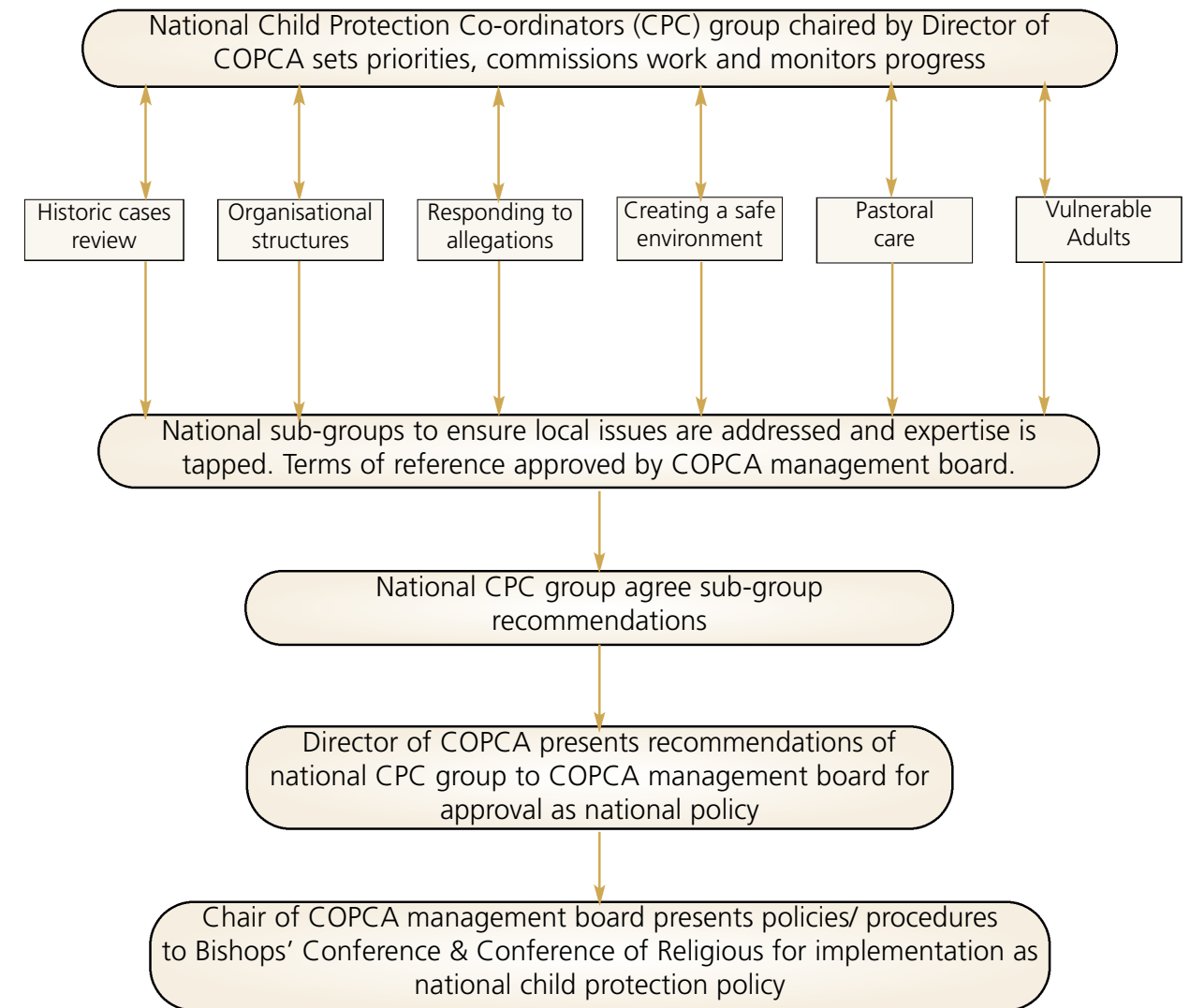
Vulnerable adults

Chair Penny Nicholson, National child protection officer, COPCA

Membership

- Brother John Martin OH Provincial, Hospitaller Order of St John of God
- Anthea Beeks Director, community services, Hospitaller Order of St John of God
- Martin Hirst Director, Catholic Care, diocese of Leeds
- Ann Harris Operations manager, Birmingham Health and Social Care
- Fr Frank Daly Parish Priest of St Peter's, Hinckley (Nottingham diocese)
- Sr Marianne Donnelly Conference of Religious CHS Co-ordinator

National policy development process



appendix five

COPCA accounts 2004

	2004	2003
Staff Costs	193,424	177,962
Recruitment & training	787	1,877
Travel & subsistence	13,645	19,004
Conferences & meetings	40,024	17,811
Property costs	29,006	29,226
Office costs	49,445	26,312
Professional fees & legal advice	10,149	
Depreciation	26,484	26,483
Total Costs	362,964	298,675
Financed by:		
Diocesan Assessments	259,152	250,000
Diocesan Assessments re 2002	75,000	75,007*
Other donations and grants	340	
Other income		
..Contribution from Conference of Religious	33,000	41,000
..Conferences	38,340	16,865
..Other	83	19,854
Total Income	405,915	402,726
Less repayment to Unrestricted Funds		74,353*
Surplus/(Deficit)	42,951	29,698
Surplus brought forward previous year	29,698	
Total surplus	72,649	29,698
Fixed Assets	105,934	105,934
Cumulative Depreciation	57,773	31,289
Net Book Value	48,161	74,645

* Omitted in error from Annual report 2003