

# COUNCIL FOR SOCIAL WITNESS

Convener: Rev Dr TREVOR McCORMICK

Secretary: Mr LINDSAY CONWAY, OBE

## EXECUTIVE SUMMARY

1. The report addresses the general work of the Council for Social Witness, underlining the bigger issues impacting on the life of our church and within our communities. These include welfare reform, mental health, safeguarding and homelessness. The Council discussed and finalised the 2019-2022 Strategic Plan.
2. The Disability Services Committee oversees the routine work of the services provided and has discussed major issues affecting this sector of care. Low occupancy numbers in Lawnfield House and the takeover of Peacehaven are major issues for the committee.
3. The Older People Services Committee commends the dedicated staff who provide a high level of care throughout our homes and the professionalism of the senior team. The committee is encouraged by the high occupancy within our homes, but is aware of the underfunding in the whole area of fees.
4. The Taking Care Committee has had a particular focus on the legislation in the Republic of Ireland, the appointment of the new Head of Safeguarding post and the Taking Care Audit.
5. The Specialist Services Committee continues to oversee the work in our Criminal Justice and Addictions units. Mental health and drug and alcohol addictions remain a major concern of both the staff groups and committee.

## MAIN COUNCIL REPORT

6. Although a work of fiction, the society described in Konrad McKane's *Alkaya: the Legend of Empyro* has a chilling ring of present day reality: "They teach that everyone is a separate entity, and you should look out for number one, creating a selfish meism society." Unsurprisingly the prophecy of Ezekiel warns of this very attitude: "This is what the Sovereign Lord says: Woe to the shepherds of Israel who only take care of themselves! Should not shepherds take care of the flock? You eat the curds, clothe yourselves with the wool and slaughter the choice animals, but you do not take care of the flock. You have not strengthened the weak or healed the sick or bound up the injured. You have not brought

back the strays or searched for the lost. You have ruled them harshly and brutally.” (Ezekiel 34:2-4)

7. It is against this backdrop that the Council for Social Witness continues its diverse work, spurred on by the Council’s vision statement, ‘People matter to God!’ and its aim ‘To live out the love of Christ through a caring Church within our communities.’ We continue to care for and minister to ‘the weak, sick and injured’, and through daily worship, Bible study, and personal witness endeavour to bring back ‘the strays and the lost’. And this with compassion, or as in Eugene Peterson’s paraphrase of 2 Corinthians 5: “We work urgently with everyone we meet to get them ready to face God. God alone knows how well we do this, but I hope you realize how much and deeply we care. ...Christ’s love has moved me to such extremes. His love has the first and last word in everything we do.”
8. In previous years the Council’s report has concluded with an acknowledgement of the dedicated and professional leadership of staff, in homes and units, and particularly in Assembly Buildings. This year the report begins with a focus on staff, for in October the Residential and Supported Services Manager, Linda Wray, was appointed manager of the Croft Community, working with adults with learning disabilities to help them live fulfilling lives within the community. For 26 years Linda made an unparalleled contribution to Social Witness throughout the church and wider community. Her passion and compassion have been a motivation for herself and the innumerable individuals and groups with whom she had contact. Beginning with the Presbyterian Residential Trust, Linda brought vision and energy as that work approached its 70th anniversary. With her inspiration and guidance facilities were renewed and the work expanded with regular refurbishments and the replacement of Corkey House and Sunnyside House, the creation of Harold McCauley nursing home and, most recently the re-location of Ard Cluan House and York House to the magnificent Trinity House in Garvagh. Linda’s responsibilities increased with a developing ministry for those with disabilities and special needs. The development of Willow Brook and Topley Court in Coleraine, and taking responsibility for Aaron House, Lawnfield House and Peacehaven is evidence of her boundless energy and uncontainable enthusiasm for work and witness. Nor did she spare herself in deputation work, through which Linda not only shared the news of this aspect of PCI’s mission and ministry, but encouraged many others to get practically involved, making twiddlemuffs, fundraising, gardening, befriending residents, developing the ‘Christmas Cracker’ scheme, and the list could go on. Unseen have been the many ways in which Linda supported staff in the office and in the various facilities with thoughtful and kind words and gifts, expressing concern, understanding and support. Such a record of ministry and service is an example to all and Linda deserves warm thanks and appreciation.
9. The Council recognises the high professional standards of the Senior Team and their personal commitment to the work of the Council.

A new senior staff structure has been agreed and implemented (see Appendix 1).

10. During the year there have been several opportunities to celebrate: anniversaries in River House and Harold McCauley House; first place award to River House for Best Kept Health and Social Care Facility in the South Eastern Health and Social Care Trust Region; and the Long Service and Recognition Awards celebration when the array of commitment and creativity throughout the Council and in many congregations was both humbling and inspiring.
11. Nevertheless, it is important to report some significant challenges encountered by the Council and its committees during this past year. There are financial strictures limiting this work – the continuing absence of local government ministers has resulted in little or no increase in funding although there are increasing costs attached to the services provided. Although it is a constant struggle to ‘live within our means’ there is a careful management of resources at all levels and diligent stewardship of what is entrusted and available to this area of witness.
12. Regarding property, the Council reports the sale of Denegarth House at Mallusk and the marketing of York House in Portrush. There are some legal processes to be sorted before Ard Cluan in Londonderry can be placed on the market. At the time of writing the legal arrangements regarding Peacehaven in Greystones continue to be a source of much legal enquiry and discussion. It is hoped that this protracted business can be satisfactorily resolved in the near future. The wise and patient guidance of the General Assembly’s Solicitor is, as ever, greatly valued.
13. The work of the Council is never static. There are increasing needs, new opportunities and emerging challenges. During the year there has been growing awareness of the increasing need for dementia care, the explosion of scams and hoaxes aimed at all age groups, and the increase of domestic abuse. Recognising that resources of time, finance, and personnel have to be deployed with discernment the Council and its committees have given prayer, thought and time to formulating a strategic plan for the Council’s work over the next three years.
14. The Council is greatly concerned that the infrastructures and institutions within social care are broken and no longer fit for purpose. In recent weeks the Church Leaders have had a series of ‘Civil Society Dialogue’ events involving MLAs and community leaders, including many of the Council senior staff (giving them an opportunity to tell their stories). Staff were able to state that health and social care was on its knees, that education was in crisis, that housing was not fit for purpose, and farmers and the business community who attended brought their concerns in relation to Brexit.
15. Hebrews 13, verse 16 says, “Make sure you don’t take things for granted and go slack in working for the common good; share what you have with others. God takes particular pleasure in acts of worship – a different kind of sacrifice – that take place in kitchen and workplace

and on the streets.” Eugene Patterson in his introduction to the book of Hebrews states this: “The focus becomes clear and sharp again. God’s action in Jesus. And we are free once more for the act of faith, the one human action in which we get in the way, but the way.” That is Social Witness in 2019, a different way of navigating through the poverty and reduced services. Darren McGarvey in his book ‘Poverty Safari’ states “Poverty is a quicksand that consumes us despite our best efforts to escape its pull. Poverty is at an all-time high, with any hope of reducing child poverty by 2020, basically evaporated.” The church has always connected well with the overall welfare of its members and the wider community, both as service-providers and advice givers.

16. The Council received a report following the recent ‘Homeless & Housing’ seminar hosted by Union College. This seminar dealt with the whole issue of civil and human rights in relation to the right to have a home. The main speakers gave a comprehensive overview of the state of social housing in Northern Ireland with particular reference to these facts: that the Northern Ireland Housing Executive may have to decommission 43,000 homes in the coming years as being unfit and that 148 of our fellow citizens have taken their own lives while awaiting housing since 2011; that housing associations are not meeting targets and welfare reform is impacting on the ability to pay rent, housing association rentals being higher than housing benefit. The whole stigma of homelessness was highlighted. The Council Secretary as a panel member was able to outline how our Church was to respond to many of these issues in a pastoral way.
17. **ScamwiseNI.** The Council welcomed the new Scamwise initiatives, involving the uniformed youth organisations and the Post Office. A challenge programme will be launched with the main uniformed organisations in the summer and the Post Office now provides valuable advice and support to all customers experiencing scams or the threat of a scam. Earlier in the year the Moderator, Rt Rev Dr Charles McMullen, endorsed the ScamwiseNI key message: ‘If you can spot a scam, you can stop a scam.’ He also encouraged clergy and church members to spread the Scamwise message to friends and family, especially those who would be more susceptible to scams: “It is important that we all become more aware of the daily potential of being scammed – which could be online, by telephone or at our own front door. As a Church we are committed to playing our part in getting that information into congregations.” The Consumer Council released figures from its Consumer Insight Survey revealing that 32% of people have been targeted by a scam in the last three years – with emails being the most common form of fraudulent attempt, accounting for 74%. Scamwise material will be available for all congregations at the General Assembly.
18. **Flourish.** The Council continues to support and promote the Flourish programme and encourage more ministers and pastoral workers to take advantage of the training materials. Mental health issues have dominated many of our discussions over the past year along with

dementia, drug and alcohol abuse, suicide and the aftercare of families. The growing issue of loneliness and isolation of all age groups is clearly linked to the general mental health and wellbeing of society, an issue which our Council and congregations must address.

19. **Dr Paul Gray.** The Council congratulates Dr Paul Gray and wishes him God's richest blessings on the occasion of his retirement from the Presbyterian Children's Society. It has appreciated Dr Gray's support over the years, especially in the area of Taking Care and the launch of the 'pocket guide' series of resources.

### **Strategic Objectives 2019-2022**

20. The Council in auditing its Strategic Plan 2015-2018, celebrated that out of 74 individual action points, 40 were achieved, 25 part-achieved and 9 not achieved at all. In reviewing the audit, the Council acknowledged that there needed to be a clear separation of the professional tasks and the strategic planning of the Council and committees, as the Council embarked on a new strategic planning process. This resulted in all routine and mandatory tasks being removed. Both the committees and Council spent considerable time in discussing the strategic objectives for 2019-2022, focusing on the major tasks, as detailed in Appendix 2.
21. This has been one of the busiest periods ever for our Council. It finds itself being challenged on a regular basis by so many external factors. Funding is agreed by government departments and trusts, admissions depend on trusts agreeing the appropriate packages. Repairs and redecoration are dependent on housing associations. Occupancy and staff retention are at an all-time high and the use of agency staff has been greatly reduced. Under-funding is a major issue in many areas of work, especially in the whole area of Dementia Care. RQIA Inspections are in the main very positive and feedback from residents and relatives very encouraging. The following reports of each of the committees present a kaleidoscope of care and witness that has been undertaken and the strategic plan indicates how this is to be maintained and extended. A key area is that of "engagement" – Social Witness is a work in which the whole Church could and should be involved. Much is already being done at local level, more could be done by sharing good practice and spurring one another on in good work. Members of the Council and staff would welcome opportunities of deputation to share the good news of this witness of PCI and encourage wider participation.

## **DISABILITY SERVICES COMMITTEE**

22. **Disability Units.** The committee continues to be encouraged by the work being done and care provided in Aaron House, Lawnfield House, Willow Brook/Topley Terrace and the Kinghan Church, with positive reports being received from RQIA visits and inspections.

23. **Managers and Staff.** The committee deeply appreciates the care and commitment shown by the managers and staff in each of our facilities to our residents, clients and their families, and prays that they will know God's blessing as they seek to provide the best possible environment in which they may blossom and flourish both as individuals as well as caring communities.
24. **Aaron House** residents and Day Centre clients enjoy a very positive experience through a range of activities both in-house and within the wider community. Good working partnerships are maintained with everyone involved in both residents' and clients' care. The sensory garden has been extended by Eden Landscape Gardening and will provide a lovely outdoor setting for all.
25. **Lawnfield House** has not seen the increase in occupancy rates hoped for during 2018, leaving the home facing very challenging financial pressures. Lawnfield is a specialised centre for respite and short-term care but also has some permanent residents. The committee continues to both monitor the situation carefully and consider ways to improve the financial viability of the home. The Council has agreed that it makes an approach to the Muckamore Hospital Review group to inform them that there is some capacity to take a small number of discharged patients.
26. **Willow Brook and Topley Terrace** continue to provide a high standard of service to the adults living in this supported housing scheme. Some property issues need to be resolved in order for the tenants to be able to use the sun room which has been out of bounds for some time.
27. The takeover of **Peacehaven Trust** continues to prove challenging on a number of legal aspects. However, the three properties are at full occupancy, with renovations and alterations having been completed in Blake House and Applewood House, with further work planned to improve the quality and use of the properties. Improvements to the care packages for the residents have also been made and are kept under continual review.
28. '**Christmas Cracker**' enjoyed another successful year, being held in five locations – McQuiston Memorial, Belfast; West Church, Bangor; Hillsborough; New Row, Coleraine; and Lislooney, Armagh. A task group will explore the development of this valuable respite resource to other locations within local presbytery areas.
29. The **Kinghan Church** continues to operate as a church and a community for deaf people in Northern Ireland. The committee appreciates the support of Rev Will Murphy, the Church of Ireland Minister for the Deaf, who is currently covering the majority of Sunday Services held in Kinghan and, also, the pastoral care being provided by Mrs Judith Currie, Congregational Support Worker. The committee is also glad to see increasing links being established between Kinghan and Windsor congregation, enabling the life and witness of Kinghan to move forward. The Kinghan Church Task Group has agreed to formalise links with Windsor congregation and the streaming of services to other congregations.

30. The committee continues to be concerned about the impact of welfare reform on individuals and families living with disability on a day to day basis. The lack of a working Stormont Assembly only serves to make life more difficult for such families, compounding the pressures upon them as additional support measures are not being explored, proposed or implemented.
31. In seeking to implement our strategic objectives, the committee will continue to examine the viability of, and options for, our present homes and units, so that it can build on the excellent provision they offer; develop current and additional practical initiatives, such as 'Christmas Cracker'; and explore new opportunities in areas of disability in which the Council is not yet involved.
32. The Disability Services Committee greatly appreciates the contribution made by Local Support Committee members and 'Friends of' groups who enhance the work through the provision of activities, outings, fundraising, spiritual input, quality auditing and so on.
33. Finally, a word of deep gratitude and best wishes to Linda Wray for her vision and commitment to all things disability. From the planning and opening of our first housing project, Willow Brook in Coleraine, to our latest addition, Peacehaven, Co Wicklow, and everything in between, not least 'Christmas Cracker', Linda made an incredible contribution to the work of Social Witness over her years of service. She made a huge difference to people's lives in the field of learning disability and the Council wishes her every blessing in her new role with the Croft Community, Bangor.

PETER DICKINSON, Convener

## OLDER PEOPLE SERVICES COMMITTEE

34. **Presbyterian Residential Trust.** This year as a denomination the Council give thanks to the Lord for PRT which was established 70 years ago. The Council pays tribute to the vision that established this important ministry to older people, which has enabled us through the years to be a witness for our Lord and Saviour, Jesus Christ to the residents in our homes and their families. The work of Older People Services seeks to continue the work established 70 years ago and build on that excellent foundation through the development of the work of the homes.
35. **Council Staff.** The committee would pay tribute to the staff of the Council for Social Witness in Assembly Buildings for their faithful commitment to the work of Older People Services.
36. The committee are grateful to Presbyterian Women for their ongoing support of the Dementia Project in Trinity House, the provision of £15,000 to assist with the Caravan Project and staff training is much appreciated. This innovative protect will assist greatly in the overall management of residents with dementia and in their socialisation with

family and friends. The committee also acknowledge the gift of a red phone box from the Northern Ireland Prison Service.

37. **Staff and Volunteers.** The committee is also indebted to a large number of staff and volunteers who provide a high standard of care and support in our homes on a daily basis.
38. **Activity Coordinators** are now in place in most homes. It is hoped that all homes will have an activity coordinator soon.
39. **Estates Reviews** have been completed by Colin Muldoon, retired RQIA inspector, in Adelaide, Corkey, River, Sunnyside, Aaron, Lawnfield, Carlisle and Thompson Houses.
40. Our new **Property Service Advisor**, Mr Harry Orr, is doing an excellent job. Harry is working alongside Older People Services homes' handymen and with the housing associations responsible for the maintenance in the homes.
41. **Harold McCauley House Flood Protection.** This has now been completed. Discussions have taken place with the Western Health and Social Services Trust with regards to arranging a practice evacuation with the ambulance service to ensure that residents could be taken to safety in the event of a flood.
42. **Dementia Unit.** The Older People Services Committee has agreed to explore the extending of Harold McCauley to accommodate a dedicated dementia unit.
43. **Scamwise NI.** Lindsay Conway has been attending the Scamwise NI meetings in conjunction with the PSNI. Scamwise leaflets will be distributed to congregations in the near future.
44. The Council has been able to appoint new **Home Managers** for Corkey House and River House. It is hoped that the vacancy for Home Manager at Harold McCauley House will be appointed at the earliest opportunity.
45. **Top-up fees.** This issue remains under review.
46. **Occupancy** in all homes remains good. (See Appendix 4)
47. **Strategic Objectives.** The committee has spent a significant amount of time considering how to develop our strategic objectives for 2019-2022 and would present the following to build on the excellent work previously achieved.

NIGEL REID, Convener

## TAKING CARE COMMITTEE

48. **Head of Safeguarding.** Following a long vacancy in Taking Care, a new Head of Safeguarding has been appointed. This new post will be key to both safeguarding in congregations and to the Council as a service provider.



49. **Jurisdictions.** Safeguarding in PCI covers two jurisdictions. In order to adequately advise and represent the congregations in the Republic of Ireland, a task group was created to consider issues which have arisen due to the legislation, Children First Act 2015 and Tusla Child and Safeguarding Policy, Procedure and Practice. Several congregations and ministers had concerns and these became clear after meetings on 25 November 2018 and 26 February 2019. Progress has been made to provide congregations with the required documents to display on church premises; namely a PCI child safeguarding statement and child protection risk assessment statement.
50. **Republic of Ireland.** The Garda Vetting Act 2016 requires the individual to be vetted for the venue, unlike Access NI which vets the individual. This causes difficulties with the installation of ministers as the 'Call' is not recognised. Ministers must be vetted for all the hospitals, residential homes, schools they are associated with. No exceptional circumstances exist to accommodate visiting preachers from outside the ROI, missionaries or other accredited preachers. Kirk Sessions in these congregations need to be updated on these matters as they are responsible for oversight of all safeguarding issues.
51. **Training.** The day to day work of our Taking Care office has continued during the prolonged vacancy with the administrator organizing a total of 138 events: 34 Foundation training, 97 Refresher training and three Designated Persons training sessions during 2018. The committee is grateful for the input of both members of staff as during 2018 they processed 1,671 Access NI checks and 465 Garda vetting forms.
52. The **Taking Care Audit** has recently been sent to congregations (see Appendix 5). This will afford the committee an opportunity to assess the effectiveness of our policies and procedures and plan for the future needs of safeguarding with the denomination.
53. **Training Review Task Group.** The Taking Care Committee plans to review all aspects of its existing training, looking at the possibility of introducing e-training for the Foundation component. The committee looks forward to the recommendations of the task group working with the recently appointed PCI Head of Safeguarding to advance all aspects of this important ministry.
54. **Staff.** The Ccommittee is indebted to Cathy Mullin, assisted by Marjorie Coulter for their dedicated work during the time of the prolonged vacancy.

PAMELA MARSHALL, Convener

## SPECIALIST SERVICES COMMITTEE

55. **Staff.** The committee wishes to acknowledge the continued dedication of all staff working at Carlisle House, Gray's Court, Thompson House and also the support of CSW office staff.

**56. Thompson House:**

- (a) During 2018, 63 residents were accommodated. Six bible studies took place with an average of five residents attending each session. At times the Christianity Explored course was used; at other times staff facilitated issue based studies. Gideon Bibles have been provided for all bedrooms. Staff find these useful as they have a list of verses at the front that help residents deal with particular issues they are struggling with.
- (b) Issues with drugs continue to be a problem area for the majority of residents. On the Probation Board for Northern Ireland's (PBNI) website, PBNI's Director of Rehabilitation, Dr Geraldine O'Hare states: "Within Probation 76% of people who are on supervision are assessed as having an alcohol or drug offending related problem. That means that drug or alcohol abuse directly contributed to their offending behavior. There is a well-established link between drugs, alcohol and crime. In fact, one of the biggest factors that influences whether someone will reoffend is their use of drugs and alcohol." That means at least 76% of Thompson House clients will have issues with alcohol and drugs.
- (c) Throughout 2018 there were nine serious incidents that raised incident reports to PBNI and Supporting People. After all incidents staff are offered support from the Inspire counselling service, other staff and from the wider Presbyterian Church.
- (d) PBNI state that 80% of clients on Extended Custodial Sentence licenses on release from prison are recalled for breaching their license condition. During 2018 only 25% of Thompson House clients were recalled for breaching license conditions.
- (e) Each resident is allocated a key worker who will engage with residents and help them address any issues which have led to their offending behaviour and will help them to move on to appropriate accommodation when they leave Thompson House.

**57. Carlisle House:**

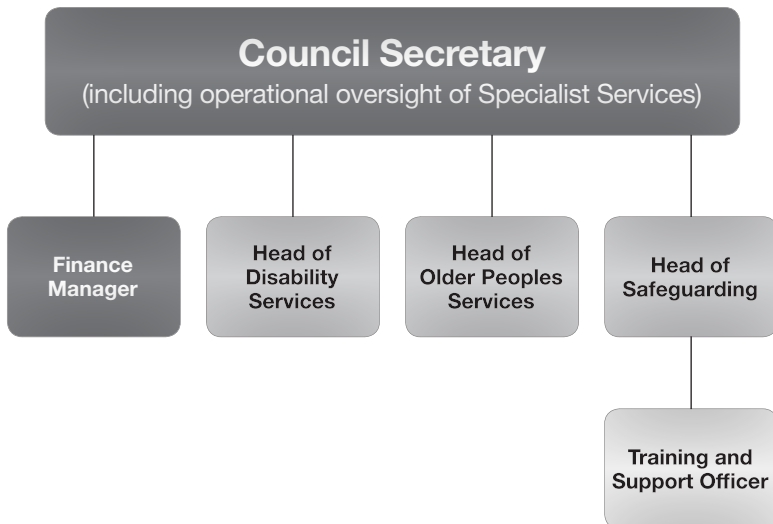
- (a) 2018 has been one of the most challenging years with regard to recruitment of staff. Two senior members of staff required periods of six months' sick leave, while two other staff members also availed of maternity leave. Replacing highly trained and valuable staff is difficult; three new staff was sourced; two only stayed for a short period citing that the job was too stressful, and one nurse is currently on probation as a result of having difficulty adjusting to the post. Historically, recruitment for qualified therapeutic posts has been difficult.
- (b) As Carlisle House seeks to continue to provide the quality treatment which is required by the Public Health Agency and Health Trusts, then this issue of recruitment must be resolved.

- (c) Referrals from the Community Addiction Teams are becoming more complex, with an increasing number with comorbid conditions. The majority of referrals are now coming from one of the two detox hospitals, Downshire and Holywell. This has resulted in making it more difficult to meet the contract bed day target for each Trust, Belfast and Northern. This is due to keeping 'empty' beds to dovetail with seamless transitions to ourselves. Staff works extremely hard in trying to manage this seemingly impossible task.
  - (d) Carlisle House continues to develop the Integrated Systemic Approach to treatment, drawing upon Attachment, Narrative and Systemic theories and concepts. Feedback from Clients remains very positive. One client stated that she had been to several of other treatment centres and found their programme didn't come anywhere near the quality and effectiveness of the treatment she had received at Carlisle House.
58. **Gray's Court.** Supported living continues to run with a high rate of occupancy under the management and care of Frances Craig.
59. **Strategic Objectives.** A lengthy discussion took place with regard to new Specialist Services Committee Strategic Objectives for 2019-2022. It was decided to recommend three new objectives for approval by the Council. The first two objectives relate to the work championed by the 2015-2018 Strategic Plan; seeking to add to and enhance the work already completed.
60. **Dr Gillian McBride** has stepped down from the committee after completing her term as a member. The committee wishes to acknowledge and express thanks to Dr McBride for the valuable contribution she has brought to the table over the years.

JOHN STANBRIDGE, Convener

## APPENDIX 1

### NEW SENIOR STAFF STRUCTURE 2019



## APPENDIX 2

### STRATEGIC OBJECTIVES 2019

#### **Council Objectives**

The Council shall deliver an effective social care service for the Presbyterian Church in Ireland and to the wider community by the provision of residential, nursing, supported housing, respite and day care, and community based programmes.

#### **Strategic Objective 1**

To review the structure of the Council.

#### **Strategic Objective 2**

To develop a Republic of Ireland Panel.

#### **Strategic Objective 3**

To develop a strategy to improve engagement with the whole Church.

#### **Strategic Objective 4**

To raise awareness of particular needs identified by our work and consider how they may be addressed.

#### **Strategic Objective 5**

To develop a strategy to facilitate engagement with other Councils and agencies on emerging issues.

#### **Disability Services**

The Disability Services Committee (DSC) – will deliver a high standard of day, residential, supported housing and respite care in all of our Units. Oversee the ministry of the Kinghan Church and wider ministry to the deaf. Contribute to the disability, health and wellbeing work of the wider Church in partnership with the Council for Congregational Life and Witness.

#### **Strategic Objective 6**

To expand ‘Christmas Cracker’ through the Task Group and explore other forms of supported respite.

#### **Strategic Objective 7**

To examine the viability of, and options for DSC facilities.

**Strategic Objective 8**

To encourage the development of ministry to the deaf community through the Kinghan Task Group.

**Strategic Objective 9**

To explore and develop provision for pastoral support in DSC homes.

**Strategic Objective 10**

To explore and signpost resources for areas of disability in which DSC is not currently involved.

**Older People Services**

Older People Services Committee – will deliver a high standard of day, residential, nursing and respite care to all our users and campaign and raise awareness on behalf of older people issues and services. Support the development of the pastoral support of those requiring support in their own homes.

**Strategic Objective 11**

To examine and explore the need for additional homes throughout the island of Ireland.

**Strategic Objective 12**

To explore the role of chaplain for pastoral and spiritual care in the homes.

**Strategic Objective 13**

To encourage involvement by congregations in our homes through the 'Getting on Board' volunteer scheme.

**Strategic Objective 14**

To undertake and develop older people's ministry by seeking to share best practice throughout the denomination.

**Taking Care Committee**

Taking Care Committee (The Safeguarding Programme of the Presbyterian Church in Ireland) – creating a safe environment for all our members, users, volunteers and staff. For those working with or in contact with children and adults at risk.

**Strategic Objective 15**

To develop Taking Care 3.

**Strategic Objective 16**

To correlate results of the Taking Care Audit and review and revise training in the light of the responses.

**Strategic Objective 17**

To progress the work of the Republic of Ireland Task Group.

**Strategic Objective 18**

To raise awareness of Adult Safeguarding and, in particular, ScamwiseNI, human trafficking, domestic and sexual violence.

**Strategic Objective 19**

To raise awareness and signpost resources on the use and misuse of social media.

**Strategic Objective 20**

To develop relationships with public protection partners and other faith and voluntary groups.

**Specialist Services**

The Specialist Services Committee – will deliver a high standard of service to those with addictions, offending behaviours and who require supported housing.

**Strategic Objective 21**

To regularly review, evaluate current practices and explore new ministries within Thompson House, Carlisle House and Gray's Court.

**Strategic Objective 22**

To pursue the expansion of 'Fresh Start' within the Criminal Justice sector.

**Strategic Objective 23**

To establish a Task Group to provide a scoping study on how local churches can support individuals and existing agencies address issues regarding Mental Health and Suicide.

**Business and Finance Panel**

Business and Finance Panel – will monitor the Financial Management, Personnel Functions, Information Technology and Property Management of the Council supported by the Finance and Staffing Commission.

**Strategic Objective 24**

To regularly review CSW terms and conditions of employment and make recommendations to ensure that we reward staff effectively and maintain competitiveness in the market place.

**Strategic Objective 25**

To promote training and development and career progression opportunities within the Council.

**Strategic Objective 26**

To provide a caring and supportive working environment for our staff.

**Strategic Objective 27**

To negotiate an IT policy which is fit for purpose in all units.

**Strategic Objective 28**

To develop a conversation with United Appeal with regards to funding.



### APPENDIX 3 HOMES AND UNITS 2019

Home/Unit Manager	Home name	No of residents/ tenants	Presbytery
Disability Services			
Isabel Harper	Aaron House	16 (14 permanent and 2 respite)	East Belfast
Liz Wilson	Willow Brook	9	Coleraine & Limavady
Isobel Leslie (Manager) Patrick Kerr (Acting Team Leader)	Lawnfield House	20	Iveagh
Judith Currie (Congregational Support Worker)	Kinghan Church		South Belfast
Michael Williams (Director)	Peacehaven	16	Dublin & Munster

<b>Older People Services</b>			
Norma Picking	Adelaide House	44	South Belfast
Rosemary Gilbert	Corkey House	35	North Belfast
Stephanie Moore-Archer	River House	29	Iveagh
Anna McCaffrey	Sunnyside House	45	Ards
Jayne Bellingham	Trinity House	50	Coleraine & Limavady
Janet Clements (Acting Manager)	Harold McCauley House	32	Omagh
Richard Zipser	Tritonville	40	Dublin & Munster
<b>Taking Care</b>			
Head of Safeguarding	Taking Care Office Assembly Buildings 2-10 Fisherwick Place Belfast BT1 6DW		
<b>Specialist Services</b>			
David Cuthbert	Carlisle House	12	North Belfast
Frances Craig	Gray's Court	7	North Belfast
David Farrow	W.J. Thompson House	19	North Belfast

**APPENDIX 4****OLDER PEOPLE SERVICES OCCUPANCY  
PERCENTAGE RATES SUMMARY 2018 (%)**

Adelaide House	99.35
Corkey House	98.17
River House	98.79
Sunnyside House	95.16
Trinity House	75.27
Harold McCauley House	90.65

# APPENDIX 5

## 2019 TAKING CARE AUDIT

### SECTION 1 - CONGREGATIONAL PROFILE

Name of congregation \_\_\_\_\_

Does your congregation have a Child Protection (CP) Policy in place? YES NO

On what date was it last reviewed? e.g. June 2017 \_\_\_\_\_

Does safeguarding/CP appear as an agenda item for Kirk Session meetings? YES NO

#### Record Keeping

Designated Person (choose more than one option if necessary)

Do you store information in paper or electronic files for the following:
Paper Electronic None
Recruitment (references, AccessNI/Garda Vetting applications)
Volunteer leaders / helpers (register of all leaders)
Safeguarding concerns (report of concern form)

Congregation (choose more than one option if necessary)

Do you store information in paper or electronic files for the following:
Paper Electronic None
Recruitment (application forms, references)
Training records (who has attended and who is due to attend)

Parental consent (special consent, residential/outing consent forms)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Safeguarding policy and reviews	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Accidents / incidents	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Risk assessments	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Leaders/helpers and contact details (register of all leaders)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
(If applicable)			
Personal care plans	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Computer contract	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Code of conduct	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

### Independent Organisations

An independent organisation is a group that while not operated by the church, nonetheless uses church premises e.g. Scouts, Guides, a dance teacher

List names of independent organisations using your congregation's premises:

1. \_\_\_\_\_
2. \_\_\_\_\_
3. \_\_\_\_\_
4. \_\_\_\_\_

Does your congregation hold documentation for independent organisations e.g. 'Sample Form of Approval for Independent Organisations wishing to use Church Premises'? (see Section 12.16 in *Taking Care Two guidelines*)

YES                  NO

How do you store information relating to their:

	Paper	Electronic	None
Child protection/safeguarding policy?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Leaders/helpers and contact details?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Child protection/safeguarding concerns?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Insurance policy?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

**SECTION 2 – CONGREGATIONAL ACTIVITIES**

**Volunteers – Working with Children and Young People**

Does your congregation have the following groups or organisations?

<b>Christian Education</b>	number of children attending (approx.)
Sunday School(s)	<input type="text"/>
Bible Class	<input type="text"/>
Youth Fellowship	<input type="text"/>
Other (please specify) _____	<input type="text"/>

**Babies and Toddlers**

Creche	<input type="text"/>
Parents and Tots	<input type="text"/>
Play Group	<input type="text"/>
Other (please specify) _____	<input type="text"/>

**Uniformed Organisations**

Girls Brigade	<input type="text"/>
Girl Guides	<input type="text"/>
Boys Brigade	<input type="text"/>
Scouts	<input type="text"/>
Campaigners	<input type="text"/>

**Non-uniformed Organisations**

Youth Club	<input type="text"/>
Holiday Bible Club	<input type="text"/>
Afterschool/Homework	<input type="text"/>
Other (please specify) _____	<input type="text"/>

Please estimate the number of **leaders**, overall, who help out at these groups:

**Volunteers - Working with Vulnerable Persons / Adults at Risk**

**NI Definition:** An ‘adult at risk of harm’ is a person aged 18 or over, whose exposure to harm through abuse, exploitation or neglect may be increased by their personal characteristics (which may include, but are not limited to, age, disability, special educational needs, illness, mental or physical frailty or impairment of, or disturbance in, the functioning of the mind or brain) – and/or life circumstances (may include, but are not limited to, isolation, socio-economic factors and environmental living conditions).

**ROI Definition:** A ‘vulnerable person’ is an adult who may be restricted in capacity to guard him/herself against harm or exploitation. Restriction of capacity may arise as a result of physical or intellectual impairment. Vulnerability to abuse is influenced by both context and individual circumstances.

Does your congregation have the following?

Pastoral Care Visitors	YES	NO
Groups for Older People	YES	NO
Counselling service	YES	NO
People with special/additional needs groups	YES	NO
Other (please specify) _____	YES	NO

Please estimate the number of **leaders**, overall, who help out at these groups:

**Employed Staff**

Does your congregation employ the following staff?

For Children and Young People

Playgroup Leader	YES	NO
Youth Worker/Pastor	YES	NO
Family Worker	YES	NO
Other (please specify) _____	YES	NO

For Adults

Counselling Service	YES	NO
Pastoral Worker	YES	NO
Family Worker	YES	NO
Other (please specify) _____	YES	NO

**Designated Person (DP)**

Name: \_\_\_\_\_

Date of Appointment / duration in role (approx.) \_\_\_\_\_

Name (if more than one DP) \_\_\_\_\_

Date of Appointment / duration in role (approx.) \_\_\_\_\_

Have they attended training specifically for Designated Persons?

YES      NO

When did they last attend? (approx.) \_\_\_\_\_



What amount of the DPs time is spent on the following tasks? On a scale of 1-5 where 1 is the least amount of time and 5 is the most, please rate how time is spent on each task (circle no. as appropriate):

Coordinating the recruitment of Leaders and Helpers?	1	2	3	4	5
Coordinating AccessNI checks/Garda Vetting of all relevant volunteers?	1	2	3	4	5
The organisation of Taking Care Training for your congregation?	1	2	3	4	5
Keeping Kirk Session and Committee updated on relevant issues?	1	2	3	4	5
Upkeep of relevant administrative duties?	1	2	3	4	5

**Training and Criminal Record Checks**

When did your congregation last receive Taking Care Training? (approx.) \_\_\_\_\_

How many people attended that training event? (approx.)

What is the total number of trained leaders you have currently helping? (approx.)

Are all your current leaders Garda Vetted / AccessNI checked?  
 YES      NO

Within your congregation, have you any leaders, working with those with additional needs, who would benefit from specialised training? (If none – enter 0)

If so, please specify type(s) of training required:  
 \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

**Promotion of the Taking Care Programme**

Does your congregation:

Display your Child Protection Policy?	YES	NO
Refer to the Taking Care folder?	YES	NO
Use We Care 4U ? (the pocket guide for children)	YES	NO
Use We Care 4U too ? (the pocket guide for leaders)	YES	NO
Use We Care with U ? (the pocket guide for parents)	YES	NO
Use Taking Care of All ? (pocket guide to adult safeguarding)	YES	NO
Use the Taking Care section of the PCI website?	YES	NO
Display Taking Care posters on noticeboards?	YES	NO
Hold a Taking Care Sunday?	YES	NO

**Taking Care / Child Protection Issues**

Have you reported any Child Protection issues over the past 5 years?

YES NO

If you answered Yes, tell us how many there were:

**The Taking Care Office**

On a scale of 1-5 where 1=Very Dissatisfied, 2=Dissatisfied, 3=Good, 4=Very Good and 5=Excellent, please give an evaluation of your experience of the Taking Care Office on the following (circle no. as appropriate):

Accessibility – <i>e.g. were you able to access information required</i>	1	2	3	4	5	N/A
Advice given – <i>e.g. were staff knowledgeable</i>	1	2	3	4	5	N/A
Outcome – <i>e.g. were you satisfied with result of contact</i>	1	2	3	4	5	N/A
Resources – <i>e.g. usefulness of website; pocket guides</i>	1	2	3	4	5	N/A

**Additional Comments**

We welcome feedback on any of the matters raised here. This is a good opportunity for you to draw our attention to the things that are important to you, so that we can consider them when planning ahead.

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This form must be signed by either the Clerk of Session / Designated Person / Minister (please specify)

Signed: \_\_\_\_\_

Dated: \_\_\_\_\_

Name: (in BLOCK CAPITALS) \_\_\_\_\_

Designated Person: Do you have an email address that we can add to our records, so that you can be kept up-to-date with Taking Care news?

Email: \_\_\_\_\_

## RESOLUTIONS

1. That the General Assembly recognise the work of the Scamwise Partnership in Northern Ireland and encourage congregations to use its resources.
2. That the General Assembly thank congregations who participated in the recent Taking Care Audit, which will assist greatly in the future planning of Safeguarding training and resources.
3. That the General Assembly give thanks for the dedicated workforce throughout units, homes and services run by its Council for Social Witness and recognise the contribution of partners and stakeholders.
4. That the General Assembly express real concern that in the absence of the Northern Ireland Assembly vital legislation and appropriate funding is being denied to essential Health and Social Care Services.
5. That the report of the Council for Social Witness be received.