

THE ANGLICAN CHURCH OF AUSTRALIA**STANDING COMMITTEE OF GENERAL SYNOD****REPORT****SCGS MEETING DATE: 17-19 October 2008****SCGS AGENDA ITEM No: 08-10-11.1**

FROM NAME:	Paul Bennett
FROM GROUP:	GSO, National Register Project Manager
AREA:	Professional Standards
SUBJECT:	National Register Implementation Report
DRAFT RESOLUTION:	“That the National Register Implementation Report be received”

REPORT**NATIONAL REGISTER IMPLEMENTATION UPDATE*****Summary***

Significant progress has been made with the National Register implementation since the February Standing Committee meeting the key points are:-

- The National Register database is fully functional and historical data is being received and processed. Supporting documentation is still to be finalised. The time table for completion is included.
- Delays with the entry of historical information have meant the National Register has not commenced effective operation. The reasons for this delay and the current status is reported.
- A detailed response to the Assessment Report, tabled at the February 2008 meeting, has been prepared. The executive summary has been included (see Appendix 2). A copy of the full response is available on request.

Entry of Historical Information

The last two months has seen much activity by the Directors of Professional Standards in entering historical data. This process has proven to be a much more difficult and time consuming task than anybody anticipated. In many historical cases information such as birthdates, ordination dates, licence history etc are not recorded in the case files and are often very difficult to find. The process of determining if a historical case falls within the definitions of information in the National Register Canon is also difficult as the processes and relevant diocesan ordinances for dealing with complaints has also changed significantly over the recent decades. Even determining if the respondent is still alive

can be quite difficult. It was also agreed with the Directors of Professional Standards that they would write to the respondents to inform them that the historical matter was to be included in the National Register before forwarding any information. It is anticipated the bulk of the historical data will be in the National Register within the next month. The current status for the entry of historical information by diocese/province can be found in Appendix 1.

Significant Changes to the National Register Database.

One significant issue that has emerged with the entry of the historical information is the difficulty in obtaining dates. This includes dates of birth, ordination dates, dates of alleged incidents and dates for appointments. This has required a substantial change to both the Professional Standards and National Register databases. These changes have been made so that it is possible to enter as much (or as little) information as is available (ie day, month & year are now separate fields instead of a single date field). This means that potentially misleading “dummy” dates do not need to be entered into the system (e.g. 1/1/1952 when only the year 1952 is known).

Initially the National Register database maintained a log of all information requests and information going out as required by the Canon. The facility to log all updates made manually in the National Register database was requested by the Professional Standards Commission at their April meeting. This is now in place. This will ensure we have a full audit trail of information coming in, being updated and going out.

Response to the Assessment Report & Status Update

A detailed response was prepared by the National Register Project Manager. This is a relatively technical response to a technical assessment. The Executive summary of the full response is included in Appendix 2. A full copy of the detailed response can be provided to any member upon request.

The various recommendations in the Assessment Report have been prioritised. The highest priority and critical recommendations have already been addressed. The next most significant issues are scheduled to be addressed by 13th October. All significant issues are scheduled for completion by the year end 2008.

Paul Bennett

National Register Project Manager

1st October 2008

Appendix 1

Historical Data Entry Details by Diocese/Province

Queensland:- All fifteen historical cases have been entered into the local Professional Standards Database and the respondents informed. There was a delay due to technical problems, these have been resolved. All Queensland Historical data has been provisionally in the National Register.

Sydney:- have made substantial progress following the appointment of a new assistant. Basic details of all historical cases have been entered into the local Professional Standards Database. They are in the process of completing the details required for the National Register and writing to the respondents.

Bathurst, Canberra, Riverina:- two historical cases have been submitted. There approximately eight more historical cases to be entered.

Grafton:- is in the process of appointing an interim DPS for the purposes of entering historical National Register information. They estimate there are approximately six historical cases to be entered.

Armidale currently have no DPS. I have requested an update and will advise if this comes before 13th October.

Newcastle:- currently have appointed an acting DPS for the purposes of entering historical information.

Gippsland:- has three historical matters to add to the National Register.

Rest of Victoria:- has already submitted fifteen matters to the National Register. Other cases may be added as further historical cases are reviewed.

Tasmania:- has submitted twelve historical matters. This represents all the relevant historical cases.

Willochra:- there are estimated to be three historical matters to be entered in the next month. This will be co-ordinated through Adelaide.

Adelaide & The Murray:- all historical matters have been entered into the local Professional Standards Database. The process of informing the respondents is underway. They anticipate completing this in the next month.

Western Australia:- one historical matter has been submitted to the National Register. This all the historical information for Western Australia.

Appendix 2.

Executive Summary of the National Register Project Manager's response to the Assessment Report of February 2008.

This report contains responses to the recommendations made in the initial assessment report of the National Register Implementation by the independent auditor. The responses include an assessment of the priority to be given to the various recommendations and, where applicable, an expected completion date. This report retains the same section headings and structure of the original report to facilitate cross reference if required.

A number of the highest priority issues raised have already been addressed these include:-

- Setup and testing of the production environment.
- Implementation of the Security Features for the National Register
- Preparation of User Documentation for the Professional Standards Database and Report Request Website.
- Preparation of Basic Business Procedures.
- Addition of Audit Trail Logging of all updates to the National Register Database.

High priority items that are scheduled for completion by the Standing Committee meeting in mid October include:-

- Finalising detailed system and technical documentation as described in the Design and Implementation sections. (There is currently high level documentation completed along with details for some key aspects).

High Priority items scheduled to be completed for the training of the National Register Administrator in November include:

- User documentation for the National register database.
- More detailed operating procedures

Medium Priority Items scheduled for completion by the year end 2008 include:

- Service level agreements with the Directors of Professional Standards for system changes, maintenance and support
- Definition of system responsibilities for stakeholders outside of the GSO to be included in more detailed procedures
- Improved test procedures and test data based on the detailed procedures and user manuals scheduled for completion in November.

Some issues raised are not scheduled for any action at this stage as they would incur considerable costs for minimal benefits. The need these recommendations were designed to meet has been addressed in the user documentation instead of the format suggested. These issues include:-

- Extensively enhancing system data validation (i.e. system control of mandatory fields etc).
- Provision of online help.