

## National Task Group Work Plan – December 2016

Activity/Project	Description	Person /Group Responsible	Timeframe	Status	Potential outcomes desired	Reference <sup>1</sup> / rationale
Risk framework	<p>Child safety risk framework</p> <p>As per June 2016 NTG meeting:</p> <ul style="list-style-type: none"> <li>John &amp; David M to provide timelines for mitigation measures</li> <li>John to communicate updated Framework to AFARC</li> <li>John to write to Synods to seek feedback regarding where they are at with assessing any quantum regarding redress</li> </ul>	NTG, led by John	From June 2016 onwards	As per June 2016 NTG meeting, all Synods provided John with their risk profiles.	<p>As per June 2016 NTG meeting, is now integrated into</p> <ul style="list-style-type: none"> <li>NTG agenda as a standing item</li> <li>AFARC's risk register</li> </ul>	25: the impact of risk management on liability for insurers
Communications strategy	<p>We need a strategy to communicate across and within Synods about child sexual abuse and the Royal Commission, and what the NTG is doing in this space. This should address the need for:</p> <ul style="list-style-type: none"> <li>developing sound, consistent messages</li> <li>sharing messages</li> <li>having clear protocols</li> <li>fueling compliance.</li> </ul>	John	As per June 2016 NTG meeting, feedback is being sought on 2 draft comms strategy papers.	<p>June 2016: Penny and John have completed draft a strategy for NTG feedback; Matt, with John &amp; Maria, has prepared a draft comms message for feedback.</p> <p>October 2016: <b>Strategy Completed - Ongoing review</b></p>	<ul style="list-style-type: none"> <li>consistent messages for internal and external comms</li> <li>improved compliance with protocols</li> </ul>	In response to Synods' desire to all be better informed and 'on the same page' regarding our engagement with the Royal Commission and what we could/should be doing and saying.
National Review of Synod Audits of Child Safe Policies, which includes/overlaps with 'Policy Mapping' and, to a certain extent, 'Data Collection and Management'	<p><b>AUDIT TOOL</b></p> <p>Request from Assembly and Synods:</p> <ul style="list-style-type: none"> <li>Identification of risk areas where there are opportunities to develop relationships with children</li> <li>What has been done to improve child safety since the commencement of the Royal Commission</li> <li>Current policies, processes and practice in relation to creating a child friendly environment, detecting abuse and responding to allegations of past and present child sexual abuse</li> <li>Any identified gaps in processes and policies</li> <li>What work is currently underway</li> <li>Which areas which need strengthening</li> </ul> <p><b>POLICY MAPPING EXERCISE</b></p> <p>The Assembly policy mapping documented exercise will assist to drive implementation of the National Child Safe Policy Framework.</p>	NTG	<p>Review: March – April 2016</p> <p>Repeat audit: July 2016</p>	<p>Audit and analysis of results completed.</p> <p>Initial draft of reviewed audit form completed for June NTG feedback.</p> <p>Further develop reviewed audit tool, June 2016</p> <p>Audit complete 31 August 2016</p> <p>1<sup>st</sup> results report October 2016</p>	<p>Have SYSTEMS to document, track and improve the review and update of policies and procedures.</p> <p>Have NATIONAL CONSISTENCY in policies and procedures to deliver consistently good protection of children.</p> <p>Arrange an INDEPENDENT audit of policies and procedures to identify gaps.</p>	<p>25.1</p> <p>25.2</p> <p>25.8</p>

<sup>1</sup> Numbers below

- 24s refer to Case Study 24: Prevention of child sexual abuse in out-of-home care summary of issues and
- 25s refer to Case Study 25: Redress and civil litigation summary of issues.
- Both summaries are available in Dropbox.

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Synods' access to Child Safe Policies	Explore the best way to make each Synod and Church entity's child safety related policies accessible from a central / national point	John is liaising with comms to provide links from Assembly website.	Ongoing	Ongoing	To be consistent with good practice	24.3
Congress	December agenda item 9.7: Could the UCA auspice a safe place for Indigenous women and women of various ethnicities to speak about abuse?	NTG	Ongoing	Ongoing	To be consistent with good practice	24.7
National Interim Redress Measures Framework: Implementation Guidelines	Prepare guidelines for implementation of the National Interim Redress Measures Framework	Working group	Ongoing	December meeting to explore issues related to Federal government announcement of National Redress scheme	Include - or explain any deviation from - claims made in the Church's submission to Issues Paper 6: Redress and civil litigation and statements in public hearings.	25.2, 25.3, 25.55, 25.66
Ecumenical initiatives	Engage with other Christian Churches to see if there are any common approaches, particularly regarding redress (refer to item above). The June 2016 NTG meeting agreed to: <ul style="list-style-type: none"> <li>invite the Presbyterians to the next heads of churches meeting</li> <li>communicate with Synod Task Groups regarding the Uniting Church's commitment to ongoing participation in the heads of churches group</li> <li>develop a communication item for Stuart and Colleen to send to the General Secretaries and Moderators regarding the Church's ongoing conversations with other churches and the government</li> </ul>	EO & President	Ongoing	Group to meet in relation to Federal Government announcement of National Redress Scheme	Achieve INDEPENDENCE and EQUITY for survivors.	25.4
Ongoing care for survivors within UCA <sup>2</sup>	Research what this looks like				Provide consistent, appropriate personal response	Submission to Issues Paper 6 on Redress
Complaints register / Data collection & management	<ul style="list-style-type: none"> <li>Prepare background work for a policy and procedures on sharing information for ministers seeking to move from one Synod to another</li> <li>David Pargeter to seek funding to outsource work on development of complaints register</li> <li>Elaine &amp; Anne to look at implications for schools &amp; agencies</li> </ul> Update draft paper as per June 2016 NTG meeting to: <ul style="list-style-type: none"> <li>Include 16A of the Privacy Act in the paper</li> <li>include focused questions related to data collection, management and sharing in the revised child safe audit tool</li> </ul>	NTG / Lynette	Ongoing	June NTG meeting – received feedback on draft paper.  Ongoing – but on hold while Case Study 56 preparation underway		24.1, 24.2
Code of Conduct for Lay Persons		ASC	Mid 2015 ASC appointed Isabel Thomas Dobson to write a draft.		Identified as good practice to codes of conduct for all	24.3
Advocacy	Advocate government for <ul style="list-style-type: none"> <li>a national scheme</li> <li>Increased services for survivors</li> </ul>	NTG / President and ED UA			National scheme / consistency to deliver equity for	25.4, 25.5

<sup>2</sup> Perhaps look at developing a 'pastoral care' policy and procedures?

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	<p>NOTE FOR DRAFT PLAN</p> <ul style="list-style-type: none"> <li>Delete reference to 'child-on-child abuse'</li> <li>Explore modelling options</li> <li>Synods to talk to their state governments</li> </ul>				survivors	
Accreditation	<ul style="list-style-type: none"> <li>Research accreditation possibilities for out of home care</li> <li>Present proposal to NTG</li> </ul>	UnitingCare			<p>"UnitingCare CYPF's experience of the accreditation and auditing process conducted by the Children's Guardian has been very positive as the process focuses on working collaboratively with agencies to support continuous improvement. We have also observed that the process has raised the overall standard of OOHC across the sector in NSW".</p>	UCA response to 'Issues Paper 4: Preventing sexual abuse of children in out-of-home care', November 2013, 5.4, p.35.
Persons of Concern	<ul style="list-style-type: none"> <li>Ensure all Synods have access to Vic/Tas policy</li> <li>Review, in light of the Royal Commission</li> <li>December agenda item 8.1: options open to a synod when a congregation is uncooperative in relation to child safe issues. The NTG identified four possible options: <ul style="list-style-type: none"> <li>Withdrawal of insurance or additional premium on insurance</li> <li>Action following a breach of the Code of Ethics for lay leaders</li> <li>Initiating a 'hold' on placement</li> <li>Use by the Moderator of the "j" clause.</li> </ul> </li> <li>As per June 2016 NTG meeting: ensure that when the National Child Safe Policy Framework is reviewed (due August 2017), to include a section on 'persons of concern'.</li> <li>Highlight the importance of, review and improve the 'good standing' process, in consultation with the National Discipline Conversation.</li> </ul>	NTG,			To have a consistent policy and protocol for dealing with persons of concern.	Safe as Churches Conference, September 2015, McClellan's presentation
<b>Reporting to the Royal Commission:</b>	<ul style="list-style-type: none"> <li>Develop a report framework for reporting to Royal Commission on work done to date</li> <li>Develop a briefing document to guide contributors to the above report</li> <li>Work with Contributors to finalise document</li> <li>Report to NTG for Sign off</li> <li></li> </ul>	EO	December 2016	Work Begun		
<b>Theology of Forgiveness</b>	<ul style="list-style-type: none"> <li>Develop a theology of forgiveness that incorporates the juxtaposition of grace and reality of significantly harmful behaviours</li> </ul>	EO to identify someone to do this work	Mid 2017	Not yet begun		

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OPERATION OF TASK GROUP			
Item	Description	Person/s responsible	Due
Policy Officer contract	PO contract expires end June 2016	Executive Officer	April 2016
Executive Officer contract	Review EO contract after one year from appointment (February 2016)	General Secretary	February 2017
Resourcing the NTG	Strategy to: use existing people across Synods; identify required projects; look at work done to date.	Executive Officer	Date to be determined
	As per June 2016 NTG meeting, raise issues with the General Secretaries	Peter J	July 2016

COMPLETED PROJECTS/ACTIVITIES		OUTCOMES ACHIEVED
National Child Safe Policy Framework	August 2015	Introduced a framework to work towards national consistency in child safety policies, procedures and processes.
National Redress Interim Measures Framework	November 2015	Introduced a framework to work towards national consistency in delivering fair, just and equitable responses to survivors of child sexual abuse.
National Review of Synod Audits of Child Safe Policies / analysis of results	December 2015 / February 2016	Initiated a process for all entities across the Church to self-audit and feed responses back to the Assembly, regarding identifying gaps in child safe policies and procedures (an essential part of implementation of the National Child Safe Policy Framework).
Response to OOHG consultation paper	April 2016	Submitted on time (11 April 2016)
Response to best practice in responding to complaints of child sexual abuse consultation paper	April 2016	Submitted on time (26 April)

COMPLETED 'OPERATION OF TASK GROUP' TASKS			
Appoint new EO	Develop PD Seek expressions of interest Hold conversations Recommend to NTG	Chair JNC	EO started 1 Feb 2017
Terms of reference	Review terms of reference Make recommendation to August ASC	NTG /Intersynod	Aug 2015
Composition of NTG	Review composition Make recommendation to August ASC Seek reps from Synod in interim	NTG /Intersynod	Aug 2015
Staffing	Review policy officer contract	NTG	Sept 2015
Assembly Report	Prepare Assembly Report Organise presentation Prepare questions for RC	NTG – EO	July 2015

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ONGOING ROLES & RESPONSIBILITIES			
Work	Brief description	Suggested Person /Group Responsible	Timeframe
Public Hearings monitoring	<p>As soon as a hearing is announced, liaise with NTG members and Synod Task Group Chairs, UnitingCare Australia, Schools Consultative Group to determine who – if any - has particular interest. Then:</p> <ul style="list-style-type: none"> <li>• Develop a list of stakeholders</li> <li>• Seek agreement from stakeholders as to who will monitor thoroughly and provide a brief to the Policy Officer who will distribute daily updates</li> <li>• Seek agreement on who will produce a summary of each public hearing which includes: <ul style="list-style-type: none"> <li>○ Any learning for UCA entities or affiliated organisations</li> <li>○ issues to be considered at a Synod and Assembly level</li> <li>○ proposals for any resulting work activity for the NTG</li> <li>○ list of stakeholders (who and how we communicate the learning)</li> </ul> </li> </ul> <p>Distribute advice re summaries and location to stakeholders</p>	NTG – Policy officer at direction of EO to co-ordinate	Ongoing
Case Study findings	<p>Produce a summary of each case study finding which includes:</p> <ul style="list-style-type: none"> <li>• Any learning for UCA entities or affiliated organisations</li> <li>• issues to be considered at a Synod and Assembly level</li> <li>• proposals for any resulting work activity for NTG</li> </ul> <p>list of stakeholders (who and how do we communicate the learning)</p>	NTG through Policy Officer as directed by EO	Within two weeks of published date
Research papers and reports	<p>Produce a summary of any research paper or report which includes:</p> <ul style="list-style-type: none"> <li>• Any learnings for UCA entities or affiliated organisations</li> <li>• issues to be considered at a Synod and Assembly level</li> <li>• proposals for any resulting work activity for NTG</li> </ul> <p>list of stakeholders (who and how do we communicate the learning)</p>	NTG through Policy Officer as directed by EO	Within two weeks of published date
Submissions to Royal Commission	<p>Develop submissions to issues and consultation papers released by the Royal Commission</p> <ol style="list-style-type: none"> <li>1. Determine available expertise</li> <li>2. NTG to determine if a submission will be prepared</li> <li>3. Determine lead person and/or group</li> <li>4. Prepare proposal for timeline and process</li> <li>5. Organise consultation with all synods</li> <li>6. Prepare draft and subsequent revisions</li> <li>7. Submit to NTG for approval to submit to Royal Commission</li> </ol>	<p>NTG to convene within a week or Royal Commission announcement.</p> <p>PO to support lead person where applicable.</p>	As determined by RC