Learning Lessons Review
re the late Father Alan Griffin
Terms of Reference

These terms of reference set out the basis on which the Diocese of London, as advised by the Review Steering Group, commissions Chris Robson (“the Reviewer”) to undertake a review into the handling of allegations described by Coroner Mary Hassell in her Regulation 28 Report (9 July 2021) to the Church of England in relation to the death by suicide of Fr Alan Griffin on 8 November 2020.

1. Purpose and objectives of the Review

1.1 This review (“the Review”) will examine the Diocese of London’s handling of information relating to the late Fr Alan Griffin in the light of the ten specific concerns and three further issues set out in Section 5 of the Coroner’s Regulation 28 Report [Regulation 28 Report]. The Review will set out a simple and accessible chronology of events.

1.2 It will identify lessons to be learned and how they should be acted on. This will enable the Diocese of London and the Church of England to take steps to enhance and improve their handling of matters relating to conduct and safeguarding.

1.3 The Review will consider the effectiveness of procedures, areas of service improvement and development needs and will establish what lessons can be learned regarding the way in which information is responded to, recorded, assessed, shared, and managed.

1.4 The overall purpose of the Review is to promote learning and improve practice, not to apportion blame.

1.5 It will make recommendations about what could be done better in the Church of England to help prevent such a death taking place again.

1.6 With the cooperation of the Roman Catholic Diocese of Westminster, it will seek to understand how information was shared and acted upon between the Diocese of London and the Roman Catholic Diocese of Westminster and set out lessons that should be learned to improve this.

2. Involvement of close family and friends of Fr. Griffin

2.1 These Terms of Reference were shared with the close family and friends of Fr Griffin, who gave their feedback to the Review Steering Group.

2.2 The Reviewer will meet with the close family and friends to seek their input to the Review. A nominated person has been made available as a point of contact to keep them updated during the Review.

2.3 The Reviewer will share a final draft of the Report with the close family and friends. The Reviewer will give them the opportunity to comment on the draft, and the Reviewer will consider if these comments change the Report. The Report will outline any relevant feedback received, and any different perspectives.

2.4 The Review Steering Group will ensure that the final Report of the Review is shared with the close family and friends with reasonable advance notice of publication.

1 The members of the Review Steering Group are listed at the end of this document.
3. **Content of the Review Report**

3.1 The Review Report ("the Report") will cover the points which are set out in section 1 on Purpose and Objectives and make recommendations as appropriate.

3.2 The Report will be accompanied by an executive summary.

3.3 The Report will identify examples of good safeguarding practice as well as lessons to be learned.

3.4 The Reviewer will give the opportunity to meet with anyone whose actions they comment on, and give them the opportunity to comment on the draft, and the Reviewer will consider if these comments change the Report. The Report will outline any relevant feedback received and any different perspectives.

4. **Presentation and publication of the Report**

4.1 The Report will be drafted ready for publication hopefully by the end of the year.

4.2 The Diocese of London will publish the Report promptly on the Diocese of London and Church of England websites. The Review Steering Group will be responsible for decisions regarding publication of the Report, including the timing of publication and the implementation of recommendations.

5. **Actions following the Report**

5.1 Various actions and individual learning are already being addressed by the Diocesan Safeguarding team.

5.2 The Review Steering Group will consider the recommendations in the Report and oversee the creation of an action plan.

5.3 Implementation of the actions will be led by the Diocesan Safeguarding team and the Diocesan HR team on behalf of the Diocese of London, and by the National Safeguarding Team on behalf of the Church of England. A management review within the diocese will be conducted to consider individual actions.

5.4 As well as being part of the Review Steering Group, the Diocesan Safeguarding Steering Group will consider the recommendations and action plan and will monitor its implementation.

5.5 The Report and action plan will be considered by the London Diocesan Bishop’s Council. An update on the implementation of the actions will be reported back to the Council within a year. A report on the implementation will be made available.

6. **Timing**

6.1 Work on the Review will commence in September 2021. The aim is for the Review to be completed by the end of December 2021.

6.2 The Diocese of London will do all it can to assist the Reviewer in their completion of the Review in a timely manner. In the event of any emerging delays, the Reviewer will inform the Review Steering Group and the nominated liaison person will update the family and friends.
6.3 The General Secretary and the Bishop of Stepney will be the initial point of contact for the Reviewer. It is anticipated that the Reviewer will meet regularly with them and the Review Steering Group to review the progress of the Review. The Reviewer is asked to provide monthly progress updates.

Richard Gough, General Secretary of the Diocese of London  
Joanne Grenfell, Bishop of Stepney  
Zena Marshall, Interim National Director of Safeguarding  
Tim Thornton, Bishop at Lambeth (alternate Richard Sudworth)  
Tim Bishop, independent member of the London Diocesan Safeguarding Steering Group

Review Steering Group

3 September 2021