

WITNESS NAME: HEALTH AND SOCIAL CARE BOARD

DATE: 23 May 2016

The Inquiry into Historical Institutional Abuse 1922 to 1955

Fionnuala McAndrew

Rule 9 – KINCORA

Exhibit 14

BELFAST COUNTY BOROUGH WELFARE COMMITTEE

Application for Appointment

to the post of

Please tick post or posts applied for:-

- (a) Senior Housefather - Bawnmore,  
(b) Housefather, Grade II - Kincora.

X 8/6/71

Full Name: WILLIAM M'GRATH

(in block letters)

Address: 4 GREENWOOD AVENUE,  
UPPER NEWTOWNARDS ROAD,  
BELFAST 4

Telephone Number: 657040

THIS FORM, FILLED UP BY THE CANDIDATE  
MUST REACH THE TOWN CLERK (P.O. BOX 234),  
CITY HALL, BELFAST BT1 5GS NOT LATER THAN

Tuesday, 25th May, 1971

1. Date of Birth: 11<sup>th</sup> December 1916
2. Place of Birth: Belfast.
3. Nationality: British
4. Single, Married or Widowed: married
5. Maiden Name (if married woman or widow): \_\_\_\_\_
6. Ages of Children (if any): 21 19 14
7. Number of years resident in Northern Ireland: Lifetime
8. Are you a 'Northern Ireland Worker' within the meaning of the Safeguarding of Employment Act (N.I.) 1947: yes.
- 9a. If Registered Disabled Person - state Registered No.: \_\_\_\_\_
9. Qualifications (with dates obtained): \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_
10. Experience in the duties contained in the conditions of appointment:  
\_\_\_\_\_  
\_\_\_\_\_  
A lifetime involvement in Church/Social work at all levels.  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_
11. Present position: Estate Agency
- Post held: Clerk
- Present remuneration: £ 600 P.A.
- Length of Service: 9 months
- Employer: Brian Morton & Co  
32/34 Arthur Street  
Belfast. BT1 4HD
- 11a. May application be made to present employer for testimonial?: Owing to

Employer:

Brian Morton & Co

KIN-1210

32/34 Arthur Street

Belfast. BT1 4HD

11a. May application be made to present employer for testimonial?: Owing to  
the "atmosphere" I would prefer not. Once you are known  
to be looking for another situation your position becomes  
untenable.



KIN-1211

12. Previous Employers:-

see 19

Name and Address of Previous Employer	Period employed		Nature of Employment	Salary or Wage Rate
	From	To		

13. Have you been rejected on medical grounds for Life Insurance, service in the armed forces, or for appointment to Local Government or other public service? no

14. Give the names, full addresses and occupation of two persons not related to you, to whom reference may be made:-

(1) Name: X Rev. h. E. Mulligan

Occupation: Methodist Minister

Full Address: 10 Colinward Avenue  
Clungormly, Newtownabbey

(2) Name: X Rev John W. Stutt M.B.E.

Occupation: 9 Fortwilliam Drive, Belfant

Full Address: Methodist Minister

15. Date on which you could take up duty, if appointed; or period of notice required by present employer:-

One weeks notice

15. Date on which you could take up duty, if appointed; **KIN-1212**  
notice required by present employer:-

*One weeks notice*

15a. Are you prepared to live in?

*Etc. yes.*

*In the event of Staff illness*



16. Periods of service, if any, in H.M. Forces and particulars of rank:-

*none*

17. Have you given an undertaking which is still in force, to remain in the service of an Employing Body for a specified time? If so, please give details:-

*no*

18. Are you related to any Alderman, Councillor, Official or employee of the Belfast Corporation? If so, give details:-

*no*

19. Any other information you may wish to give in support of your application:-

*I have been self-employed most of my life in the Carpet Import business. In recent years I have developed an allergy to Carpet fibres, (that is the handling of them in bulk) that has compelled me to seek a new way of life. My position with Brian Morton is my first step but I would prefer something that would provide a deeper sense of vocation! This has always been an essential part of my life. When self-employed there was ample outlet for this*

Signed: William McBrath

Signed:

*William H. Brath*

KIN-1214

Date:

*24 / 5 / 41*

Note: All questions should be answered.



## PART I

## BELFAST COUNTY BOROUGH WELFARE COMMITTEE

## CONDITIONS OF APPOINTMENT

## HOUSEMOTHERS AND HOUSEFATHER GRADE II

## IN

- HOUSEMOTHER (a) WILLIAMSON HOUSE, 446 ANTRIM ROAD, BELFAST 15  
 " (b) WILLIAMSON HOUSE, 448 ANTRIM ROAD, BELFAST 15  
 " (c) "ETTAVILLE" GIRLS' HOSTEL, 4 KIRKLISTON DRIVE, BELFAST 4.  
 HOUSEFATHER (d) "KINCORA" BOYS' HOSTEL, 236 UPPER NEWTOWNARDS ROAD, BELFAST 4.

1. APPOINTMENT

The appointments will be made by the Welfare Committee, subject to the approval of the Ministry of Home Affairs (Northern Ireland).

2. QUALIFICATIONS

Preference will be given to applicants who have a working knowledge of the running of a Children's Home and have experience in the care of Children. The holder of a Certificate in Child Care or similar qualification acceptable to the Welfare Committee and the Ministry will be paid an additional £90 per annum.

3. SALARY

Resident: £633 - 663 - 693 - 723 - 759 - 795 - 831 - £867  
 " per annum plus emoluments.

The commencing salary within the scale will be determined according to the experience and qualifications of the successful candidate. Non-resident appointees will be paid £219 per annum in lieu of emoluments.

NOTE: Non-resident appointees may be required to reside in the Home during the absence of other staff on annual, sick or other absences, and a deduction from salary at the appropriate emolument value will be made for periods in excess of seven days. For periods of seven days or less, the appointee will pay the current charges for meals.

4. EMOLUMENTS

Residential positions have full board, lodging, light, fuel and laundry provided free of charge (valued at £219 per annum for superannuation purposes).

5. SERVICE

The positions are full-time and the persons appointed will be required to devote their entire time to the duties of the office and to work such hours as are required for the efficient functioning of the Home, but not less than 40 hours per week excluding meal-times.

6. DUTIES

The persons appointed shall familiarise themselves with the Children and Young Persons (Welfare Authorities' Homes) Regulations (N.I.) 1952, a copy of which will be supplied, and act in accordance with the spirit and letter of the Regulations, and shall take all steps to promote the well-being of the children.

The appointees shall be required to assist in meeting the day to day needs of the Children in the Home including:-

DUTIES

KIN-1216

The persons appointed shall familiarise themselves with the Children and Young Persons (Welfare Authorities' Homes) Regulations (N.I.) 1952, a copy of which will be supplied, and act in accordance with the spirit and letter of the Regulations, and shall take all steps to promote the well-being of the children.

The appointees shall be required to assist in meeting the day to day needs of the Children in the Home including:-

- (a) the cooking and serving of food,
- (b) the care of the children's personal clothing,
- (c) the care and cleanliness of bed-linens, towels, etc., and
- (d) the carrying out such other duties as may from time to time be assigned to them.

Palmerston Guest House

17, Palmerston N.,

BELFAST. BT4 1QA

June 12th 1971.

KIN-1217

I have known Mr. Wm. McGrath for over 25 years and have every confidence in recommending him for the position of House-father at Kincora Boys' Hostel. He is a man of sterling Christian Character and of mental ability and should exercise an influence for good over any boys committed to his care.

JHN W. Sturt  
Methodist Minister



To: W. Mason Esq., City Weymouth, KIN-1218.  
Subject: Mr William McGrath. Your Refs Ed/MW.  
From: (Rev.) N.E. Mulligan.

I have known Mr William McGrath for many years. When I was on the Staff of North Belfast Mission I knew him as a Sunday Teacher.

Since those days he has proved himself in caring for people. When he was in Faith House, Drummy he did a splendid job of work.

He has always shown a very deep sense of caring and I am convinced he would prove himself in Kincora Boys Hostel.

He is truly reliable from the standpoint of character & behaviour.

Yours Sincerely

17 June 71. N.E. Mulligan.



22nd June, 1971.

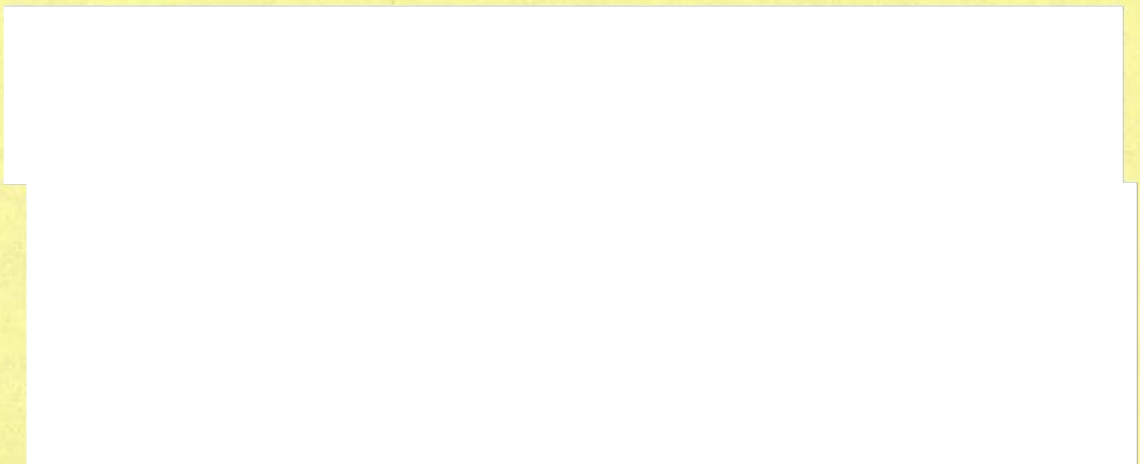
Dear Sir,

Staff Appointments - Children's Homes.

I am to request the approval of the Ministry to the appointments made by the Welfare Committee to-day as follows:-

Housefather Grade II - Kincora.

Mr. W. McGrath, 4 Greenwood Avenue, Belfast.



Copies of applications enclosed for information.

Yours faithfully,

Deputy City Welfare Officer.

The Secretary,  
Ministry of Home Affairs,  
Children's Branch,  
21 Linenhall Street,  
BELFAST BT2 8BY.

KIN-1220

To The City Welfare Officer,16 College Street,BELFAST, 1.

CWO.....	DCWO.....
PSWO.....	CO.....
PCSO.....	AA.....
DWO(N).....	DWO(S).....
- 7 JUL 1971	
DWO(E).....	DWO(W).....
Su & A/cs.....	Est.....
A & R.....	Typists.....
Requests to.....	

I have to report that the undermentioned has been medically examined with the result as shown:-

NAME Mr. William McGrath,ADDRESS 4 Greenwood Avenue, Belfast, 4.DEPARTMENT Welfare1. Fit for employment as Housefather Grade II

2. Further investigation is required.  
Result will be notified at a later date.

3. Unfit for employment as.....

Remarks To be re-examined in six months time. I  
have advised him to see his own doctor.

Date 2nd July, 1971.
  
Industrial Medical Officer.



Government of Northern Ireland

MINISTRY OF HOME AFFAIRS

Stormont - Belfast - BT4 3SU

Telegrams Homaff Belfast

Telephone Belfast 63210 ext

KIN-1221

407

21 Linenhall Street  
Belfast BT2 8BY

The City Welfare Officer  
Belfast County Borough  
Welfare Committee  
16 College Street  
Belfast  
BT1 6BX

Please reply to The Secretary

Your reference

Our reference

TC.97

Date

7 July 1971

Dear Sir

I refer to your letter of 22 June 1971 and convey approval to the following appointments by your committee:-

1. Mr W McGrath - Housefather Grade II, Kincora  
Salary: Minimum point of NJC Asst.  
Houseparent Grade I scale.

Yours faithfully

*M. Cassidy*

MINUTE 22/6/71

WUUG

MW

T.C. C.T. E.O. LGA.

4

*McGrath file*

KIN-1222

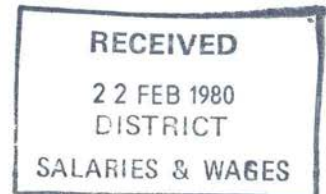


188 Upper Newtownards Road,

BELFAST BT4 3ES

18 February 1980

Chief Salaries & Wages Officer,  
Salaries & Wages Department,  
Forster Green Hospital,  
110 Saintfield Road,  
BELFAST BT8 4HD



Dist. 13 Unit 351 Block 02 Staff No. 0005

Dear Sir,

I intend to take advantage of the Job Release Scheme to take effect as from my 64th. birthday which is the 11th. December 1980. Please let me have the relevant Forms. The Department of Manpower Services has been informed of my decision.

I would be grateful if you would also let me know if my Superannuation is payable from above date or do I have to wait till I am 65 before payment commences.

Sincere thanks.

Yours faithfully,

*William McGrath*

William McGrath.



Storm Health and Social Services Board  
Castelford and Castleborough District

KIN-1223 ✓

To: Mr. J. Mains, Mr. R. Semple,  
Mr. W. McGrath,  
Kincora Boys' Hostel

Purdysburn Hospital, Saintfield Road,  
Belfast BT8 8BH  
Tel: Belfast 643191

District Social Services Officer:  
Clive W. Scoullar, Cert.S.W.

our ref: CWS/IR.

your ref: -

4th March, 1980.

Dear Sir,

I refer to my interview with you today and am writing to confirm to you the decision which was conveyed to you.

The Disciplinary Authority has been made aware of serious allegations affecting the young persons residing in the Home in which you are employed as a Senior Officer.

The Disciplinary Authority has given very serious consideration to this situation and has decided in the circumstances that you should be subject to precautionary suspension in accordance with paragraph 6 of the Disciplinary Procedure, a copy of which is enclosed. During the period of suspension you will continue to receive full normal remuneration.

At present it is not possible to give an indication of the period of your suspension and, in view of this, it will be necessary for me to write to you again to indicate further action to be taken.

The effective date of this precautionary suspension is the 4th March 1980.

Yours faithfully,

DISTRICT SOCIAL SERVICES OFFICER

KIN-1224

188 Upper Newtownards Road,

BELFAST BT4 3RS

March 5 1980.

Clive W. Scoular, Esq.,  
District Social Services Officer,  
Purdycuburn Hospital,  
Saintfield Road,  
BELFAST BT8 8BH

Dear Sir,

I write to inform you that some time ago I arranged with the Department of Manpower Services to take advantage of the Job Release Scheme, as from my 64th. birthday, which is 11th. December 1980. I also informed your Salaries and Wages Department of my intention.

Whatever the outcome of the present investigations it is my desire to carry through the above arrangement as my wife and I have planned for a number of years.

Yours faithfully,

*W. McGrath*

William McGrath.



351/02/0005.

2nd December, 1980.

Mr. W. McGrath,  
188 Upper Newtownards Road,  
Belfast 4.

Dear Sir,

I write to confirm that the Department of Manpower Services has approved your application for Job Release Allowance from and including 12th December 1980. I am, accordingly, to advise you that your name will be removed from the payroll of this District on 11th December, 1980 and you will receive your Income Tax form P45, together with any salary to which you may be entitled, in due course.

Yours faithfully,

*J. Thompson*  
District Personnel Officer.

JT/ME.

WITNESS NAME: HEALTH AND SOCIAL CARE BOARD

DATE: 23 May 2016

The Inquiry into Historical Institutional Abuse 1922 to 1955

Fionnuala McAndrew

Rule 9 – KINCORA

Exhibit 15





Kincora Boys' Hostel

236, Upper Newtownards Road, Belfast

This Hostel was opened by the Belfast Welfare Authority in January, 1958. It was established for working boys aged 15 - 18 years and has continued to be used for this age group, though on occasions younger boys may be accommodated for very short periods if there are no vacancies in other Children's Homes.

The boys in the Hostel are either in care on a voluntary basis having been received into care under Section 103 of the Children and Young Persons Act (Northern Ireland) 1968 or have been committed to care by a Juvenile Court. In the latter case it has been decided by the Court that either the boys are in need of care, protection or control or have committed offences, and a Fit Person Order has been made to the Social Services Department.

A Fit Person Order gives the Social Services Department the rights and responsibilities of parents for the boys until they reach the age of 18 years unless the Order is revoked by Juvenile Court prior to them reaching this age.

There are consequently offenders and non offenders accommodated at the Hostel.

The Residential Child Care staff who are responsible for running the Hostel and caring for the boys are -

Mr. J. Mains, Officer-in-Charge

Mr. R. Semple, Deputy Officer-in-Charge

Mr. W. McGrath, Housefather

The domestic staff who undertake cooking, laundry and cleaning are -

Mrs. E.J. McCullough

Mrs. E. Smith

Only Mr. Mains and Mr. Semple undertake "sleeping-in" duty at the Hostel.

The Residential Child Care and Ancillary Staff in the Hostel are supported and supervised by the management staff in the District.

Under the Children's Homes Regulations the District Management staff have a statutory responsibility to visit at least once a month and a report of the visits are sent to the Director of Social Services.

In addition there is a statutory responsibility for members of the Personal Social Services Committee of the Board to visit every quarter and a report of the member's visit is submitted to the Personal Social Services Committee and to the Board.

Every boy in the home has a Social Worker who visits at least once a month to discuss any problems the boy might have and to keep up links with his family and relatives. These Social Workers are from the boy's home area.

Corporal punishment is not allowed and discipline and control must be achieved through personal relationship by way of example and when necessary by withdrawing privileges.

The boys are encouraged to find and keep employment or to undertake further education or training. They are encouraged to be independent and to get involved in community activities.

They must keep reasonable hours and are expected to be in by 10.30 p.m. except at weekends when they may get a late pass.

Boys are not allowed to stay out overnight unless they are with a known friend, relative or parent.

Any difficulties or problems with boys are expected to be reported to the District management staff and to the boys' Social Workers.

There is a formal review of the boys progress every six months in which all the staff involved participate.

#### Kincora Hostel Staff

Officer-in-Charge Mr. Joe Mains d.o.b. 31.7.29 - Single

Has been in charge of the Hostel since it opened in 1958 and was resident there until 1st July, 1972. Prior to this had been Assistant to the Housemother in charge of Park Lodge Boys' Home, 700 Antrim Road, Belfast, from 1st January, 1956 and an Attendant at Abbeydene Old People's Home from 18th February, 1957. All these posts were in Belfast Welfare Authority homes and he entered the employment of that Authority on 1st January, 1956 with good references from his former employer, Purdysburn Hospital and former School Principal Mr. T. Holland.

He carried out his duties in a satisfactory manner and there were no complaints or allegations from staff or boys regarding his behaviour until September, 1967 when complaints were made by two boys. These were investigated by Mr. Mason, City Welfare Officer and Mr. Moore, Children's Officer and the matter was referred to the Town Clerk.

There was nothing further until August, 1971 when a boy wrote a letter alleging misconduct by Mr. Mains. This was investigated again by Mr. Mason, City Welfare Officer and Mr. McCaffrey, Assistant Children's Officer and the matter was referred to the Town Solicitor. It is not known what action, if any, was taken.

All the correspondence regarding these allegations was given to Detective Constable Cullen in 1976.

Mr. Mains has never made any complaints regarding his colleagues in the Hostel.

Deputy Officer-in-Charge Mr. Raymond Semple d.o.b. 6.1.22 - Single  
89, Fortwilliam Parade, Belfast.

Appointed Deputy Officer-in-Charge of Kincora on 8th September, 1964. He resigned on 28.2.66 to take up a better paid job and to have more time to look after his parents. He re-applied for the post and was re-appointed on 10th June, 1969. He has continued in this post until the present. He was known to Mr. Mains prior to 1964 as they were both Divisional Officers in the St. John's Ambulance Brigade. Mr. Mains was one of Mr. Semple's referees for the job and the St. John's Ambulance Brigade the other.

There have never been any allegations made against this member of staff and his work has always been felt to be satisfactory.

Mr. Semple has never made any complaints regarding his colleagues in the Hostel.

Housefather Mr. William McGrath d.o.b. 11th December, 1916 - Married.  
188, Upper Newtownards Road, Belfast.

Appointed Housefather on 22nd June, 1971. Prior to appointment was a self employed carpet importer. Good references from two Methodist Ministers - Sunday School Teacher.

No complaints or allegations about Mr. McGrath until 23rd January, 1974 when an anonymous phone call was received by Mr. C. McKay then Assistant Principal Social Worker in the Holywood Road Social Services Office. The person alleged that Mr. McGrath had made improper suggestions to the boys.

Mr. McKay referred this to Mr. B. Todd then Assistant Principal Social Worker, Residential and Day Care Services, who informed Mrs. M. Wilson then Principal Social Worker, Residential and Day Care Services. Mrs. Wilson discussed this phone call with Mr. Mains and Mr. McGrath. Mr. McGrath said that he was an official in the Orange Order and had received a copy of an anonymous letter which had been sent to that organisation saying that he was a homosexual and had made improper suggestions to boys in the Hostel. He said that this was just someone being vindictive as he was involved in politics and sometimes had to speak out against people. He stressed that he did not bring his outside political activities into his work.

The Police were aware of the allegations and had contacted Mr. Mains. The Police have been involved since this time in discussions regarding Hostel staff and problems regarding some of the boys committing offences.

Mr. McGrath has never made any complaints regarding his colleagues in the Hostel.

Domestic Mrs. E. McCullough d.o.b. 17th March, 1921 - Married.  
24A, Saunders Street, Belfast.

Commenced employment as a Domestic in the Hostel on 13th July, 1958.  
References good - Work record satisfactory.  
No complaints ever made against this member of staff.  
She has never made any complaints against other members of staff.

Domestic Assistant Mrs. E. Smith d.o.b. 25th June, 1919 - Married.  
36, Cloghan Park, Belfast.

Commenced employment in the Hostel on 15th November, 1966.  
Work record satisfactory.  
No complaints ever made against this member of staff.  
She has never made any complaints against other members of staff.

WITNESS NAME: HEALTH AND SOCIAL CARE BOARD

DATE: 23 May 2016

The Inquiry into Historical Institutional Abuse 1922 to 1955

Fionnuala McAndrew

Rule 9 – KINCORA

Exhibit 16



PERSONAL

KIN-1231

Mr. C. W. Scoular,  
District Social Services Officer.

Mr. E.S. Gilliland,  
Director of Social Services.

9/E.1.

CWS/MR. 5th March, 1980.

-  
Copy: Miss L.M. McGrath, Mr. P. Gibson

Staff at Kincora Boys' Hostel

Following our discussions on the 3rd and 4th March 1980, I signed three letters addressed to Messrs. Semple, Mains and McGrath making them the subject of precautionary suspension with effect from the 4th March 1980.

I interviewed these members of staff individually around 7.30 p.m. on the 4th March 1980 and there was no aggressive reaction. Each accepted what I said and by 10.15 p.m. all three had left the Hostel. At that time I brought in Mrs. C. Malone who will act as Officer-in-Charge.

I interviewed the boys and made them aware of what the situation was and asked them to be as co-operative as possible.

Mr. S. Hanna, Craft Instructor, will be a member of staff as well and I am hopeful of confirming a third person.

Needless to say, I am most anxious to hear the eventual outcome of this case. I cannot have these three members of staff at Kincora for an undue length of time and, if there is going to be any delay, I feel I will have to take on some other temporary staff. However, I will work this out as the time goes along. I will keep the relevant Social Worker and other interested Senior Officers advised of the names of the new temporary staff.

DISTRICT SOCIAL SERVICES OFFICER

Letter to: Mr. J.E. Fulton, District Social Services Officer,  
North Down and Ards District,  
Mr. W.R. Sharpe, District Social Services Officer,  
North and West Belfast District,  
Mr. P. McHugh, Acting District Social Services Officer,  
Ballymena and Antrim District.

PERSONAL

Copy to: Miss L.M. McGrath, P.S.W., Mr. P. Gibson, S.S.W.

9/E.1. CWS/MR.

5th March, 1980.

Dear

Staff Changes at Kincora Boys' Hostel

I wish to inform you that Mrs. C.C. Malone will be Acting Officer-in-Charge at Kincora for the time being.

I should be grateful if you would arrange for Social Workers from your District to make immediate contact with Mrs. Malone at Kincora in order to discuss the present situation in regard to the boys from your District. I should be glad if contact was made by the Social Workers within the next three working days.

Yours sincerely,

DISTRICT SOCIAL SERVICES OFFICER

KIN-1233

PERSONAL

Mr. C.W. Scoular,  
District Social Services Officer.  
9/E.1.  
CWS/MR.            6th March, 1980.

Mr. E.S. Gilliland,  
Director of Social Services.  
ESG/PK.  
Copy: Miss L.M. McGrath, Mr. P. Gibson.

Staffing at Kincora Boys' Hostel

I refer to my memorandum of the 5th March 1980 and I can now confirm that the third member of staff who will be employed in a temporary capacity is Mr. Ronald Barr who presently works full-time at Dee Street Social Education Centre.

The new staff are settling fairly well and I am glad to report that there have been no repercussions since the action I took on Tuesday last.

DISTRICT SOCIAL SERVICES OFFICER

PERSONAL

Mr. C.W. Scoular,  
District Social Services Officer.  
9/E.1.  
CWS/MR.            7th March, 1980.

Mr. W.R. Sharpe,      Mr. B. Coulter,  
Mr. J.E. Fulton,      Mr. R. Prytherch,  
Mr. R.S. Ferguson,  
District Social Services Officers.  
Mr. E.S. Gilliland, Director of S.S.  
Miss L.M. McGrath, Mr. P. Gibson

Copy:

Staff Changes at Kincora Boys' Hostel

I wish to inform you that there have been changes in the staff at Kincora Boys' Hostel with effect from the 4th March 1980. The Acting Officer-in-Charge is Mrs. G.C. Malone and the other two acting staff are Mr. S. Hanna and Mr. R. Barr. I will keep you informed of any other changes.

I have already informed staff who have boys in the Hostel at present and have asked them to make contact with the new staff as quickly as possible.

DISTRICT SOCIAL SERVICES OFFICER



KIN-1235

9th April, 1980

Mr. S. Hanna

Dear Sir,

I am informed you ceased to act at Kinrossa Boys Hostel as Deputy Officer-in-Charge on 30th March, 1980.

You will accordingly revert to your former grade and salary with effect from 31st March, 1980.

Yours faithfully,



District Personnel Officer

COPY TO: District Social Services Officer. ✓

TAW/HB

KIN-1236

COPY TO: District Social Services Officer ✓

9th April, 1980

Mr. R. Barr,

Dear Sir,

Further to my letter dated 7th March, 1980, I am informed that you have been acting-up as Deputy Officer-in-Charge at Kincora Boys Hostel since 31st March, 1980.

During the period you act in this role you will be remunerated on the appropriate salary scale for the post, i.e. £5067 - £5547 non-resident, and placed at £5067 p.a. with effect from 31st March, 1980.

Yours faithfully,



District Personnel Officer.

MEMORANDUMFrom Mr. H. Connor, A.P.S.W.To Mr. C. W. Scoular, D.S.S.O.Ref. HC/CH

Ref.

15th May, 1980

Mrs. J. Knight,  
Craft Instructor,  
Mt. Oriel Day Centre

As you will know the above named lady has kindly agreed to work in Kincora from Monday, 19th May until Thursday, 3rd July, 1980. I have discussed with Miss McGrath the question of payment for Mrs. Knight and we would recommend that Mrs. Knight be paid on the seventh point of the unqualified houseparent scale, i.e., £4302 p.a. At present Mrs. Knight is being paid £3789 p.a. which is the equivalent of the second point of the houseparent scale. We feel that such a small increase would in some way compensate her for her kindness. Might I also remind you that from the 19th May, Mr. G. Kinkaide will become the Deputy Officer in Charge. Perhaps you would be so kind as to alert personnel and salaries & wages of both of these changes.



ASSISTANT PRINCIPAL SOCIAL WORKER

Mr. C.W. Scouler,  
District Social Services Officer.

9/E.1.

CWS/MR. 19th May, 1980.

Mr. J. McCallum,  
District Personnel Officer.

-

Copy: Mr. P. Donaldson; Mr. H. Connor.

Temporary Staff at Kincora

Mr. R. Barr will be leaving Kincora on the 18th May 1980 to take up his new post at Dee Street. I have arranged for Mrs. June Knight, presently a Craft Instructor at Mount Oriel, to become the Third Officer from 19th May 1980 to 3rd July 1980. Please place Mrs. Knight for this period on the seventh point of the unqualified Houseparent scale, i.e. £4,302.00 per annum.

Also I would ask you to upgrade Mr. G. Kincade to temporary Deputy Officer-in-Charge from the 19th May 1980 at the appropriate rate.

DISTRICT SOCIAL SERVICES OFFICER



WITNESS NAME: HEALTH AND SOCIAL CARE BOARD

DATE: 23 May 2016

The Inquiry into Historical Institutional Abuse 1922 to 1955

Fionnuala McAndrew

Rule 9 – KINCORA

Exhibit 17

Mr. G. Higham, A.P.S.W.

GH/CH

Miss D. Carmichael, Supervisor  
Mrs. White, Supervisor  
Miss O'Donnell, Supervisor  
Mr. J. Mains, Supervisor ✓  
Mr. J. Smyth, Supervisor

3rd December, 1976

RE: Talk by Mr. R. Browne, D.W.O.

Mr. Browne will be giving a talk at 10.30 a.m. in Kincora Hostel on Tuesday, 14th December. I hope you will be able to attend and perhaps raise any matters which you feel should be aired.

Gordon Higham  
Assistant Principal Social Worker

*Mrs. S. J. Jennings, D.S.S.W.*

KIN-1241

A20

EASTERN HEALTH AND SOCIAL SERVICES BOARD

MEMORANDUM

From: Miss S. Jennings, ADSS

To: Mr. J. King, Personnel,  
Londonderry House.

Ref. SJ/SC

Ref. Copy to: D.S.S.O., East Belfast  
and Castlereagh.

6/A2 (166)

"Planning for Children"  
Staff Development Courses in Scotland

I attach herewith leave sheet in respect of Mr. Joseph Mains, Officer in Charge, Kincora Boys Hostel, for whom approval has been given to attend the above course.

*S. J. Jennings*  
Assistant Director of Social Services

20th October, 1976

encl.





## Central Council for Education and Training in Social Work

Clive W. Scoular, Esq.,  
District Social Services Officer,  
Eastern Health & Social Services Board,  
Purdysburn Hospital,  
Saintfield Road,  
BELFAST, BT8 8BH.

9 South St. David Street, Edinburgh EH2 2BY  
Telephone 031 556 2953

15th November, 1976.

## Staff Development Courses in Scotland

Dear Mr Scoular,

"Planning for Children"  
10th - 12th February, 1976.  
Marine Hotel, North Berwick.

With reference to your letter of 4th November we are pleased to accept Mr J. M. Maybin and Mr Mains application forms for the above named course.

We shall send out the programme and other details to you as soon as possible.

Yours sincerely,

*L. Amos.*

Lesley Amos  
Secretary to Miss Cunningham



Copy sent to: Miss M.E.E. Kyle, P.S.W.  
✓ Mr. S.G. Higham, A.P.S.W.  
Mr. J.M. Maybin, A.P.S.W.  
Mr. J. Mains, Kincora Boys' Hostel.



WITNESS NAME: HEALTH AND SOCIAL CARE BOARD

DATE: 23 May 2016

The Inquiry into Historical Institutional Abuse 1922 to 1955

Fionnuala McAndrew

Rule 9 – KINCORA

Exhibit 18

- |     |                                 |                                     |
|-----|---------------------------------|-------------------------------------|
| 1.  | Elizabeth Smyth                 | (Domestic at Kincora)               |
|     | ✓ Wilhelmina F Tomson           | (Assistant Principal Social Worker) |
|     | R Margaret Robinson             | (former Social Worker)              |
|     | ✓ Eddis Nicholl                 | (Principal Social Worker)           |
|     | R John E Ewing                  | (Retired Welfare Officer)           |
|     | ✓ Eleanor Simpson               | (Senior Social Worker)              |
|     | C Eric Witchell                 | (Officer in charge)                 |
|     | ✓ Hilary Neill                  | (part-time social worker)           |
|     | ✓ Marilyn Jackson               | (Senior Social Worker)              |
| 10. | Elizabeth A Beattie             | (Social Worker)                     |
|     | R James C R Benson              | (Retired Social Worker)             |
|     | ✓ Florence R Goddard            | (Senior Social Worker)              |
|     | ? Dorothy Roberts               | (Social Worker)                     |
|     | ? Kay Johnston                  | (Social Worker)                     |
|     | ? Carole Harvey                 | (Retired Social Worker)             |
|     | ✓ John W Smyth                  | (Senior Social Worker)              |
|     | R Sharon R Grey                 | (Retired Social Worker)             |
|     | ✓ Ronald A Orr                  | (Assistant Principal Social Worker) |
|     | ? Eileen F O'Donnell            | (Senior Social Worker)              |
| 20. | ✓ Ruth Morrison                 | (Social Worker)                     |
|     | ? Ciaran Conlon                 | (Social Worker)                     |
|     | <del>Scotland</del> Anna Hyland | (Senior Social Worker)              |
|     | ✓ Peter H Martin                | (Senior Social Worker)              |
|     | ✓ Niall Young                   | (Senior Social Worker)              |
|     | ✓ Colin E Wilmont               | (Assistant Principal Social Worker) |
|     | ✓ Terence J Smyth               | (Social Worker)                     |
|     | ? Alan Armstrong                | (Social Worker)                     |
|     | ? Pauline P Curran              | (Social Worker)                     |
|     | C Raymond Semple                | (Deputy Officer)                    |
| 30. | C Joseph Mains                  | (Warden)                            |
|     | R Henry Mason                   | (Head of Admin)                     |
|     | ✓ Robert Moore                  | (Director of Social Services)       |
|     | ✓ Charles A McCaffrey           | (Senior Social Worker)              |
|     | R Mary J Wilson                 | (Retired Social Worker)             |
|     | ✓ Colin W B McKay               | (Retired Social Worker)             |
|     | ✓ Robert J Bunting              | (Assistant Director)                |
|     | ✓ Edward S Gilliland            | (Director of Social Services)       |
|     | ✓ Clive W Scoular               | (District Social Services Officer)  |

40. ✓ Alan Chard  
 ✓ Stanley G Higham  
 ✓ Lorna M McGrath  
 ? Robert L Conway  
 ✓ Helen P Gogarty  
 ✓ David P Morrow  
 ✓ Judith M Kennedy  
 ✓ Robert Blair  
 ✓ William R Sharpe  
 ? Frederick C Dodd  
 ? Joseph E Turkington
50. ✓ Ian R Hinds  
 ✓ Mary E E Kyle  
 ✓ Brian A Todd  
 ✓ Marion Reynolds  
 ? Elizabeth Fiddis  
 R Hilary Reid  
 R John L O'Kane  
 James Q Coey  
 ? John Compton  
 ? John E Emerson
60. ✓ Peter H Gibson  
 ✓ Michael O Hall  
 ✓ Judith Herriott  
 ? Donald D Jackson  
 R Jack Jackson  
 ✓ ? Samuel D Johnston  
 R Sandra Kerr  
 Elizabeth McCullough  
 ? Noel O V McGuigan  
 ? Willaim W Magowan
70. ✓ Kenneth Robertson  
 R Thomas Shannon  
 ✓ Robert S Stinson  
 R John K Smyth  
 ? Kate Dornan  
 ? Geraldine McDowell  
 ✓ Robert Smyth  
 ? Keith Walsh  
 ✓ John J McManus  
 } William John Drake
- (Principal Social Worker)  
 (Assistant Principal Social Worker)  
 (Principal Social Worker)  
 (Social Worker)  
 (Social Worker)  
 (Senior Social Worker)  
 (Senior Social Worker)  
 (Principal Social Worker)  
 (District Social Services Officer)  
 (Deputy Officer)  
 (Assistant Principal Social Worker)  
 (Assistant Principal Social Worker)  
 (Principal Social Worker)  
 (Assistant Social Worker)  
 (Senior Social Worker)  
 (Health Visitor)  
 (Retired Social Worker)  
 (Assistant Director of Social Services)  
 (District Personal Officer)  
 (Senior Social Worker)  
 (Senior Social Worker)  
 (Senior Social Worker)  
 (Student Social Worker)  
 (Social Worker)  
 (District Fire Preventional Officer)  
 (Assistant District Admin Officer)  
 (Social Worker)  
 (Retired Social Worker)  
 (Domestic at Kincora)  
 (Social Worker)  
 (Senior Admin Officer)  
 (Assistant Principal Social Worker)  
 (Senior Social Worker)  
 (Assistant Principal Social Worker)  
 (Officer in charge)  
 (Social Worker)  
 (Assistant house parent)  
 (Deputy Officer in charge)  
 (Social Worker)  
 (Officer in charge)  
 (House parent)

80.	✓ Elizabeth Millen	N/W	(Social Worker)
	? Briget McGarrity		(Social Worker)
12	Edward J Malone		(Retired District Social Services)
	R. Judith S Malone		(Principal Officer)
	✓ Robert McF Bingham	N/W	(Principal Social Worker)
	✓ Noel D McCready	N/W	(Social Worker)
	✓ Paul M Ryan	N/W	(Assistant Principal Social Worker)
	✓ GERALYN AINSWORTH	N/W	(Social Worker)
<u>Rel. 5/51</u>	William Kerr		(Senior Social Worker)
	✓ Elizabeth Kavanagh	N/W	(Social Worker)
90.	✓ Bernadette A Campbell	N/W	(Deputy Officer in charge)
<u>9/2/51</u>	✓ Michael H Challen		(Res Social Worker)
	? Patrick H Harris		(Deputy Officer in charge)
	? Stella Morgan		(Retired Social Worker)
	8 Mary Murray		(Reserved Social Worker)
	✓ Margaret McAlpine		(House mother)
	✓ Catherine McGarvey	N/W	(Social Worker)
	✓ Frances Connelly	N/W	(Social Worker)
	✓ Anne M Garvin	N/W	(Social Worker)
	✓ Patricia J Perry	<del>N/W</del> E/C/R	(Senior Social Worker)
100.	? Collette McCavera		(Social Worker)
	✓ Dorothy I Gallagher	N/W	(Social Worker)
	by Ronald Smyth		(Deputy Officer in charge)
	? Phyllis Montgomery		(House parent)



WITNESS NAME: HEALTH AND SOCIAL CARE BOARD

DATE: 23 May 2016

The Inquiry into Historical Institutional Abuse 1922 to 1955

Fionnuala McAndrew

Rule 9 – KINCORA

Exhibit 19

COPY

MINISTRY OF HOME AFFAIRS,  
STORMONT,  
BELFAST, 4

14th December, 1959.

T. 589

Your Ref: F.1/2

Sir,

I am directed by the Minister of Home Affairs to refer to your letter of 25th November, 1959 and to say that the Ministry has noted that the weekly charges for accommodation at the under-mentioned Children's Homes for the year ended 31st March, 1959, have been fixed as follows:-

Bawnmore	...	...	...	...	£6.12.10. per child.
Brefne	...	...	...	...	£7. 8. 6. per child.
Williamson House -					
	Girls	...	...	...	£4.14. 9. per child.
	Boys	...	...	...	£5. 0. 3. per child.
Kincora	...	...	...	...	£5. 0. 6. per child.

It is further noted that these costs are based on the estimated cost of operating the Homes at full capacity and will apply only to children and young persons received from other Welfare Authorities in Northern Ireland, the full cost being charged to other bodies.

I am, Sir,  
Your obedient Servant,

M. JOHNSTON,

for Secretary.

The Welfare Officer,  
Belfast County Borough Welfare Authority,  
16 College Street,  
Belfast, 1.

N.I. Welfare Authorities' Hostels and Family Group Homes1964/65Cost per child-week

	<u>Total Net Payments (B)</u>			<u>Added Costs</u>				<u>Gross Cost</u>		
	£	s.	d.	<u>For Central Admn. (10% of B)</u>		<u>Notional Rent i.r.o. Capital Exp.</u>		£	s.	d.
<u>Belfast Co. Borough</u>										
Kincora Working Boys' Hostel, 236 Upper Newtownards Road.	7:	13:	2	15:	4	3:	2	8:	11:	8
Ettaville Working Girls' Hostel, 4 Kirkliston Drive.	9:	6:	11	18:	8	6:	3	10:	11:	10
Family Group Home, New Barnsley Parade.	8:	14:	-	17:	4	1:	3	9:	12:	7
Family Group Home, Tyndale Park.	7:	14:	5	15:	5	1:	5	8:	11:	3
Family Group Home, Ballysillan Park.	9:	1:	10	18:	2	1:	6	10:	1:	6
Family Group Home, Highland Parade.	5:	6:	1	10:	7		11	5:	17:	7
Family Group Home, Monagh Parade.	6:	14:	-	13:	5	*	5: 4	7:	12:	9
<u>Antrim Co.</u>										
Family Group Home, Carrickfergus.	6:	18:	3	13:	10	-	Ø	7:	12:	1
Family Group Home, Larne.	7:	6:	3	14:	7	-	8	8:	-:	10

WITNESS NAME: HEALTH AND SOCIAL CARE BOARD

DATE: 23 May 2016

The Inquiry into Historical Institutional Abuse 1922 to 1955

Fionnuala McAndrew

Rule 9 – KINCORA

Exhibit 20



EASTERN HEALTH AND SOCIAL SERVICES BOARDDIRECTOR OF SOCIAL SERVICESJOB DESCRIPTION

<u>REPORTS TO:</u>	-	Area Board on professional management matters
	-	Area Executive Team on corporate matters
<u>SUPERVISES:</u>	-	Assistant Directors of Social Services
	-	Social Services Unit Managers

BASIC FUNCTION

The Director of Social Services is responsible for the professional management of the social service staff in the Area, the contribution of social services staff to the planning of programmes of care in the Area, and for advising the Board, its committees and sub-committees on matters of social care. As a member of the Area Executive Team he shares responsibility for decisions taken within the delegated responsibility of the Team for the strategic management planning, resource allocation, monitoring and co-ordination of services throughout the Area.

MAJOR RESPONSIBILITIES(1) Corporate Management Responsibilities

1. Provides the social services contribution to the strategic management and corporate decision-making of the Area Executive Team
2. Co-ordinates the contribution of social services staff to all programmes of care throughout the Area
3. Participates in the development of objectives, goals and plans for programmes of care in the Area through the Board's Committee Structure and the Area Executive Team
4. Assists in the assessment of priorities for revenue and capital estimates in the Area
5. Assists in monitoring the effectiveness of services in meeting the stated objectives and goals of programmes of care in the Area
6. Participates in the development of management services in the Area where appropriate

7. Participates in the development of management techniques to improve cost effectiveness and management information systems
8. Collaborates with other members of the Area Executive Team to ensure the sound expenditure of revenue and capital in accordance with policies laid down by the Department and the Area Board
9. Liaises with the Chief Administrative Officer in the co-ordination of the public relations activities
10. Co-ordinates the work of his staff with other staff and with outside organisations as required, and utilises the staff support available from other departments when necessary
11. Provides professional advice to other members of the Area Executive Team

(2) Professional Management Responsibilities

12. Co-ordinates the provision of social services between Units of Management
13. Provides professional advice and direction to the Unit Social Services Managers and Assistant Directors of Social Services
14. Participates with the Department, training bodies, Planning Teams and other professional social services officers in developing training objectives and goals
15. Participates in the development of professional standards amongst social services staff in the Area
16. Controls the overall expenditure of the social services' budget to meet the Area Board's stated objectives and goals
17. Liaises with the professional officers in the Supplementary Benefits Commission, Education, Housing, Probation Service and District Councils to secure complementary social policy
18. Controls the execution of the Board's statutory commitments to providing care for children
19. Participates in the identification and implementation of preventive social work consistent with policies laid down by the Area Board
20. Liaises with voluntary social services in providing co-ordinated services
21. Advises the ~~Personal Social Services Committee~~ <sup>The Board</sup> on social services matters and issues of social policy
22. Co-ordinates action to cope with the emergency provision of temporary social care

23. Ensures the provision of temporary accommodation for families in need of temporary social care

(3) General Management Responsibilities

24. Reviews individually at least annually the performance of immediately subordinate staff, provides guidance on personal development requirements and advises and initiates where appropriate further training
25. Ensures that the review of performance identified in 24 above is performed for all levels of staff for whom he has professional management authority
26. Maintains staff relationships and morale among the staff reporting to him
27. Reviews the organisation plan and establishment level of the service for which he is responsible to ensure that each is consistent with achieving objectives, and recommends changes when appropriate
28. Delegates appropriate responsibility and authority to staff within his control consistent with effective decision-making, while retaining overall responsibility and accountability for results
29. Participates in the selection and appointment of staff reporting to him in accordance with procedures laid down and approved by the Department

HEALTH AND SOCIAL SERVICES BOARDASSISTANT DIRECTORS OF SOCIAL SERVICES

## RESPONSIBLE TO:

Director of Social Services

## MINIMUM QUALIFICATIONS:

Candidates -

- (1) must have had wide experience at senior level in the personal social services
- (2) should preferably hold a professional qualification in social work.

## BASIC FUNCTION:

The Assistant Directors of Social Services will be responsible for the contribution of Social Services to Programme Planning and co-ordinating and liaising where necessary with other public services.

## MAJOR RESPONSIBILITIES:

1. Co-operates with members of other professions in the identification of Client needs and the planning of programmes of care to meet these needs.
2. Liaises with District Social Services Officers in order to facilitate and advise on the implementation of these programmes of care.
3. Advises the Director of Social Services on the setting up of programmes of care.
4. Assists in evaluating and monitoring the effectiveness of programmes of care.
5. Other duties as may be assigned by the Director of Social Services from time to time.

POLILCY, PLANNING AND PERFORMANCE OF A  
DISTRICT SOCIAL SERVICES OFFICER

As far as Residential Units in the District are concerned, the District Social Services Officer has the overall responsibility.

Like all other Children's Units, I visited Kincora from time to time on different days and at different times.

My Principal Social Worker (Residential and Day Care) has the overall line responsibility for Children's Units, but an Assistant Principal Social Worker has day to day responsibility. The Assistant Principal Social Worker has (or had, in the case of Kincora) the following responsibility:

- (1) regularly visits the Unit two to four times per month and has quite a bit of contact by telephone
- (2) writes short monthly reports, highlighting items of interest. This report is sent to Headquarters.
- (3) gets involved in new admissions.

Fieldwork Social Workers have the following responsibilities:

- (1) they visit residents at least once monthly
- (2) they write reports on residents and write up their files following visits.
- (3) they have reviews concerning their children in care, which involve the staff of the Unit, their Senior Social Worker (Teamleader) and any other interested party, e.g. teacher, employer, youth leader etc.
- (4) they complete a 6-monthly review C 11 form, and this is read by their team leader and A.P.S.W. (Fieldwork), before being sent to District Headquarters by the Principal Social Worker (Fieldwork).

Residents are

- (1) visited by their Social Worker
- (2) seen occasionally by the Principal Social Worker and District Social Services Officer
- (3) visited by
  - a) Parents
  - b) Relatives
  - c) Other friends, youth leaders etc.

PHOTOGRAPH FOR FBI  
4-12-2009  
KINC



Parents

Contact is often encouraged with parents and they are encouraged to visit the Children's Unit or the children are encouraged to visit the parental home.

However, there are occasions when the parental visits are not encouraged, usually because of a past history of family desertion, parental inability to cope or bad family habits which prevent the return of the child to the home.

The District Social Services Officer

would discuss the facilities with the relevant member of staff from time to time and keep abreast with day to day developments in the facilities.

\*\*\*\*\*

WITNESS NAME: HEALTH AND SOCIAL CARE BOARD

DATE: 23 May 2016

The Inquiry into Historical Institutional Abuse 1922 to 1955

Fionnuala McAndrew

Rule 9 – KINCORA

Exhibit 21

Welfare Committee.

Report of the Deputy Chairman (Alderman Cooper)  
and Councillor Mrs. Barter on their visit to  
Bawmore, Brefne, Williamson House and Kincora.

---

We visited the above-mentioned homes on 16th  
June, 1958, and found them working efficiently and the  
children well cared for. This was the first occasion  
on which Kincora had been visited and we were much  
impressed by the facilities provided there. The older  
children from Brefne had left that morning for their  
summer holiday in Bangor.

M. H. Cooper Deputy Chairman.

M. E. Barter Councillor.

20.6.58.

29th November 1958.

The Town Clerk  
City Hall  
Belfast.



Dear Sir,

During the present month we inspected the following homes.

WILLIAMSON HOUSE - Boys -- The House was clean and tidy. The Dining Room wall was chipping and is badly in need of repair. The Esse stove was not working satisfactorily and needs attention.

WILLIAMSON HOUSE - Girls -- The children were enjoying the amusements provided for them and seemed happy and very contented. The Esse stove was unsatisfactory. We think it could be caused by different qualities of fuel. Better results are obtained where one quality only is used.

BREFNE -- We saw the older children at play and they gave us a wonderful welcome. We inspected the Home and saw the younger children in their cots, all well and cheerful. The Home was very clean and well kept and we have no complaints to make.

BAWNMORE -- Tea was being prepared and looked appetising and well cooked. We were pleased with the prevailing continuance of good humour and the happiness and enjoyment of the children. The dormitories were clean and tidy.

KINCORA -- A lovely home and a very good atmosphere. The boys here we consider are getting the benefits of a very good upbringing with all the amenities of a good family home. They are all apprenticed to business, and home then in the evenings to enjoy home comforts with the added advantage of recreation suitable to their age-group.

We commend the good work being done in these Homes and are satisfied good results should follow.

Yours faithfully,

*Florence E. Breakie*  
.....  
*Joseph T. Cairns*  
.....

Report of Councillor Duff on his  
visit to Bawnmore, Brefne, Williamson  
House and Kincora.

---

I have to report that I visited the above-  
mentioned Homes on 25th February, 1959 and found  
them working efficiently and the children happy  
and well cared for.

  
Councillor.

Welfare Committee.

3rd March, 1959.

---



29th June 1959.

The Town Clerk  
City Hall  
Belfast.

Dear Sir,

We inspected the following Homes today:--

WILLIAMSON HOUSE -- The garden needs some attention. We suggest that more recreational facilities might be provided for use by the children. The boys are badly in need of a cricket pitch and cricket equipment; and the girls might have swings and other amenities.

BREFNE -- The children were clean and tidy and appeared very happy. Everything in excellent condition and the children enjoying the open air. Two were in sick bay.

BAWNMORE -- We consider the children need a little more discipline. The Home very nice and well kept. Food in course of preparation looked good.

KINCORA -- A very friendly and happy atmosphere. Clean and homely. The graining on the front door, done by one of the boys, looked excellent.

Yours faithfully,



*Florence E. Breakie*  
.....  
*Joseph Hannon*  
.....

The Town Clerk  
City Hall  
Belfast 1.

Dear Sir,

We inspected the following Homes on Thursday  
21st January 1960:--

BAWNMORE -- Very pleased with conditions in this Home. Discipline good and children happy and enjoying their games. Home neat and tidy. Kitchen conditions satisfactory. Miss Mawhinney making every effort to keep children occupied and happy.

BREFNE -- Received a wonderful reception from the children and Mrs Wilson. Arrived at a good time when the children enjoying their playtime. The Home was very clean and the children well. Two of the babies were recovering from colds. Conditions very satisfactory.

WILLIAMSON HOUSE (GIRLS) -- Received by Miss McCandless. The children seem to be very fond of Miss McCandless and happy in their games.

WILLIAMSON HOUSE (BOYS) -- Received by Miss Ingram. A large proportion of the children listening to the T.V., and appeared to be enjoying it, immensely. The smaller ones enjoying games in large room. A very homely atmosphere prevailed.

KINCORA HOME -- Mr Mains met us and escorted us around. Most of the Boys were not home from their school or training. The Home looked very clean and comfortable. Conditions satisfactory.

4 NEW BARNSELEY PARADE -- Perhaps not quite up to usual standard but with a little more experience should be very satisfactory. The idea of a family home is good.

4 ROCK GROVE -- We looked for this Home for 30 minutes and very much regret we were unable to find it. It is not well known yet.

Yours faithfully,



*Florence E. Breakie*  
*Florence*

WITNESS NAME: HEALTH AND SOCIAL CARE BOARD

DATE: 23 May 2016

The Inquiry into Historical Institutional Abuse 1922 to 1955

Fionnuala McAndrew

Rule 9 – KINCORA

Exhibit 22



## HISTORY SHEET

Date

REPORT

Initials  
of  
OfficerVisit  
6.9.67

Mr. Mannis was off duty. I spoke to

Currently 11 boys in residence. One

the responsibility of Co. Antoon;

of Co. Down.

Apart from

and

who are troublesome

From time to time, all the boys are reasonably content. All are in employment (four new admissions recently found employment by Y.E. Service!) except Barnum. Barnum broke his finger at the Youth Club

and has been advised by the V.M.O not to start work for about a month. He remains very anxious to return to lodgings which Fr. Barry is to arrange. Barnum is rather

discontented as is contemplating joining up to get out of Kinross.

The wardens extension is almost complete. Seems to be satisfactory except for two points

(i) The outside plaster work is poorly finished - it looks as though there has been rather too much sand and insufficient cement in the mix. Consequently the finish is rough and cracks have already appeared (partly concealed by paint!) I query the durability as well as the appearance.

(ii) The outside door could have more conveniently hung on the opposite side of the frame.

The decorative order is poor, showing clear signs of wear and tear but I understand the Hostels is scheduled for redecorating.

Barnum seems to have taken very well to the work though still a bit shy of responsibility. Undoubtedly he has been a great help to Mr. Mannis and appears to relate well with the boys.

Four boys present during visit:

troublesome); Barnum;Barnum) and Barnum.

about 10:30  
(off school ∴ mild  
(too early for work as

Date	REPORT	Initials of Officer
6.11.67	<p>Mr. Mann's extension is looking well and is complete apart from the water supply which is not yet turned on. The dining room was in the process of being redecorated, otherwise the house was, as usual, clean and tidy. Not quite full occupation -</p> <ul style="list-style-type: none"> <li>* - recent Section 96</li> <li>* - problem - unemployment / attempted L's breaking charge pending</li> <li>* - Manchester - to return here on 9.11.67</li> <li>- P.O. Const. of Residence (express Jan)</li> <li>- Co. Down responsible - (Mr. Greaves) lone ranger, but difficult.</li> <li>- very minor, physically and emotionally.</li> <li>- Co. Antrim responsible, doesn't get on with female staff.?</li> <li>- "doing exceedingly well. P.O. Const. of Resid (express March)</li> <li>- slow, few friends, withdrawn, but no trouble</li> <li>- settled down, petrol pump attend £7 pw. hopes to join recently married brother.</li> </ul>	
	<p>* unemployed.</p> <p>Problem with some of the boys - Kinross seen as a threat and subsequently as a punishment ∴ admission gets off on the wrong foot.</p> <p>Mr. Mann's flatlet is mixed blessing. Cuts Mr. Manns off from the house ∴ in absence of resident Aust. Warden, boys have free run of the house. Solution difficult - hardly fair to expect Mr. Manns to sleep in first floor bedroom. <span style="float: right;">nothing to 'sleep in'</span></p> <p>4/5 nights per week - query his marriage relationship - apparently he doesn't sleep at home anyway but with unvalued suit. If this is necessary (subsequent to warrant sleeping away from house) then how can it be relinquished in favour of sleeping in Kinross?</p> <p>Back garden a bit of a wilderness, Mr. Manns is to sow grass. Immediate access to school now that old building at the back has been demolished (Mr. Jackson negotiating with Educ. Auth.)</p> <p>What about a prefabricated work room for the boys?</p> <p style="text-align: right;">John Jones</p>	
7.11.67	Discussed with Mr. Jackson the question of work should	



7.11.67 be required to live in [redacted] would of course pay for any needs at appropriate but otherwise no deduction should be made.

*about/rog*

8.12.67 Visit:

- gone home
- returned to Manchester

9 boys in residence -

- new admission (Meth) brother of Michael in Dawsonmore
- wishes to live with Crangston, 2 Whitechapel Ave (refers to work)
- work problem, petty thieving diminished

- skin, personality disorder (?) Mr. McCaffrey
- kidney infection, may be serious, appt at R.V.H. on 29.12.67

Kitchens looking really well. Clean and tidy as usual. Decorative order excellent. Mr. Mann's quarters OK but very cold (storage heater required?)

Asst. Warden - [redacted] a "dead loss" willing but quite unable to control the boys; who want do anything he asks them. Always has to refer to Mr. Manns about eg

(a) their going to bed (they wait for Mr. M to return when he's been off duty)

(b) bathing and washing not carried out until enforced by Mr. Manns

(c) complaint from Mr. Mann, North Engl. about language of boys when accompanied by [redacted]

When Mr. Mann was on a weeks leave in October there was a bit of trouble in the Hostel - [redacted] purchased [redacted] new coat and sold it for 6/6. [redacted] saw the purchaser wearing it and complained to the boys father. He got the coat back but being annoyed

6.11.67

Mr. Mann's extension is looking well and is complete apart from the water supply which is not yet turned on. The dining room was in the process of being redecorated, otherwise the house was, as usual, clean and tidy. Not quite full occupation -

\*

- recent Section 96

\*

- problem - unemployment / attempted b'breaking charge pending

\*

- Manchester - to return here on 9.11.67

- P.O. Condit. of Residence (express Jan)

- Co. Down responsible. (Mr. Greaves) lone ranger, but difficult.

- very immature, physically and emotionally.

- Co. Down responsible, doesn't get on with female staff.?

- "doing exceedingly well. P.O. Condit. of Resid (express March)

- slow, few friends, withdrawn, but no trouble

- settled down, petrol pump attend £7 pw. hopes to join recently married brother.

\* unemployed.

Problem with some of the boys - Kinross seen as a threat and subsequently as a punishment ∴ admission gets off on the wrong foot.

Mr. Mann's flatlet is mixed blessing. Cuts Mr. Manns off from the house ∴ in absence of resident Asst. Warden, boys have free run of the house. Solution difficult - hardly fair to expect Mr. Manns to sleep in first floor bedroom.

nothing to 'sleep in'

4/5 nights per week - query his marriage relationship - apparently he doesn't sleep at home anyway but with invalid aunt. If this is necessary (subsequent to warrant sleeping away from home) then how can it be relinquished in favour of sleeping in Kinross?

Back garden a bit of a wilderness. Mr. Manns is to sow grass. Immediate access to school now that old building at the back has been demolished (Mr. Jackson negotiating with Educ. Auth.)

What about a prefabricated work room for the boys?

John [unclear]

7.11.67

Discussed with Mr. Jackson the question of what should



8.12.67 took it up with [redacted] thought that [redacted] had "squealed" on him and threatened to knife him (no knife in evidence) panicked, phoned the police who removed [redacted] to Kincora Barracks. They couldn't detain him overnight and returned to Kincora with him. The police had to stay at Kincora until 7.00 in the morning and [redacted] spent the night in the staff room.

John [redacted]

10.1.68 Interview with Mr. Heron. Mrs [redacted] has left her husband. The breach appears to have been developing for some time but it would seem that the breakdown was precipitated (a) by [redacted] taking up the Kincora appointment and (b) by her providing a home for [redacted] (though at the outset [redacted] appeared as her husband). Mrs [redacted] has sworn she will not return to her husband until [redacted] leaves. [redacted] who does not wish [redacted] to leave, says that in any case he will not have her back and has already seen a solicitor about obtaining a separation order on grounds of mental cruelty.

[redacted] has been off ill since 11.12.67 - a nervous breakdown. He now intends to return to work though he has an appointment with Dr. Nixon on 18th March.

I do not feel [redacted] should remain with [redacted].

- (i) He is not happy about his remaining with [redacted] alone
- (ii) For most of the time [redacted] would be left to his own devices because of [redacted] time of work
- (iii) So long as he remains [redacted] will be the focus of the marital difficulties

[redacted] is to be reaccommodated in Kincora. [redacted] will be advised to seek another job.

John [redacted]

11.1.68 Visit :

Mr. Heron also has to discuss [redacted] future care. It was arranged that [redacted] should come out see me at 11.00 on Monday, 15th Jan. Mr. Heron to be present also, to discuss the

11.1.68

arrangements to be made for [ ] admission to Kinross.

The whole question of [ ] continued employment in Kinross. From remarks made by [ ] to Mr Mann and Mr. Hutton it would seem that he has been awaiting the opportunity to leave [ ] for some time. He has expressed a wish to return to England to work (he has two brothers there) but because of his wife and would not be credit. It may be conjectured that his employment at Kinross, which meant he didn't see very much of his wife, was a first step towards leaving her. Further, his unwillingness to 'live in' may represent a second step and also an opportunity to say to his aunt that he couldn't continue caring for her because of his work commitment ( [ ] has already spoken of his aunt going into hospital).

The medical certificate states that [ ] is suffering from 'nervous debility'. The fact that his having to wait until 13<sup>th</sup> March for an appointment at Dr. Nicks' out patient clinic would suggest that the matter is not urgent.

Boys in residence -

- [ ] - Conduct of residence due to expire 14.1.68 wishes to go home - Arrange for supervision
- [ ] - still unemployed (was on admission) - has had trouble. withdrawn but no trouble. quite helpful about the house. Impression easily led.
- [ ] - stranded up. longer period of employment
- [ ] - doing exceedingly well in Gamble Bar. Has gained weight and grown considerably.
- [ ] - reasonably well settled. works as apprentice motor mechanic in Arctic Bells. No one from Co. Antrim has visited.
- [ ] - doing very well at present. Good influence on [ ] (both work for 'Rentasign' at bridge road)
- [ ] - much more settled.
- [ ] - Probation (Mr. Culbert) for recent offences. A



11.1.68

boy with a low IQ, disturbed (going schizoid) generally inadequate.

- very good lad but completely closed up.

Only contact with relatives is when

or [ ] want to borrow money.

works as Kitchen Porter (Commis chef) in Park Avenue Hotel. Unintentionally missed RMA

appt in December. Another one arranged.

- Junior Postman, G.P.s. No problem.

- IQ 105. Moderately handicapped (cerebral palsy) rejected by grandmother and mother with whom living. brought as beyond control.

- drink and drug problem: very functional tendencies. So far, very well mannered, anxious to please, trying to give a good impression?

15.1.68.

Spoke to [ ]

[ ] about his continued employment at Kinsora, sympathising with him about the stress he has been under, but pointing out that I had been concerned about whether this type of work was for him. [ ] went on at great length

about how "bad" his wife was, how fond he was of the work and how much better he would be at it, now that his marriage

was finished. I explained that I wasn't questioning his conscientiousness etc but rather felt that he was "too soft" - that his major problem with a group of adolescents was one of control and that this was an area in which he was lacking. All this was very stressful for [ ], though he appeared to take it quite well. I suggested that he ought to consider whether he mightn't be better in some other kind of employment, but that in any case I would review the situation on 12.2.68

In the meantime he had to face the fact that he was on trial.

*John Jones*

23.1.68.

phoned about his cards on 18.1.68 Mr. Jones, Estab got the message. This was affirmed by phone on 22nd January. Cards were posted to him on 23rd January

*John Jones*



14.3.68.

There are 8 boys in residence. All employed except two,

and

The boys who were in were watching T.V. in the sitting room. There was a good atmosphere of friendliness amongst them.

Mrs. Mains is feeling the strain of having to be so long without an Assistant, but in spite of this is doing good work with the boys.

The house was clean and tidy as always, bedrooms neat and tables in dining-room tastefully laid for tea.

A start has been made on the garden at the rear of house, top-soil being put down. (Mrs. Mains said she had removed the electric bulb from the porch to avoid the light being left on.)

Boys in residence on above date.

(6.2.8.50) Unemployed. Difficult boy.

(15.9.50) Co. Down boy. Doing reasonably well.

(15.11.50) Good work record.

(12.10.50) Unsettled boy, particularly since mother's death.

(26.1.52) Unemployed. (Drug taking causes concern.)

(18.6.51) Co. Tyrone boy. Doing well.

(6.3.56) Antin's family. Apprentice. Doing well.

(24.5.52) Doing reasonably well.

M. Wilson.

29.4.68

Visit. 4 boys in residence one admitted to-day from juvenile Court.

20<sup>th</sup> May.

remanded until

unemployed, but has been

working in the garden and has made a good job of it. All the other boys are in employment. Home

conditions very good. Mrs. Mains feeling the strain of being without an Assistant Warden but doing a good job.

M.W.

KIN-1272

20.5.68 Visit. 9 boys in residence, 2 unemployed. [redacted] who may be going home after Court case against his mother is heard. The boys are all well. Home conditions very satisfactory. Tut.

11.6.68 Visit. 9 boys in residence. [redacted] unemployed. [redacted] admitted from Antioch County for short stay, waiting for job on boat. [redacted] at school and likely to go home soon. (Tyronne boy) had an accident on 10.6.68 when he was thrown off his motor-cycle when trying to avoid a dog, he was treated at R.V.H. Casually Dept, and allowed home, apart from cuts on his legs and slight cuts on face he appears to be alright, at the present time he is off work, but hopes to start again shortly.

[redacted] all employed and doing well.

The boys are doing well and are a fairly settled group. Home conditions very satisfactory. Tut.

9.7.68. Visit. 9 boys in residence. Mr Manns in bed ill with "Tonsillitis", I contacted Mr Rainey at his home and arranged for him to stay in Kinsora for the present. Contacted Mr Smyth about this. The boys are all well. Tut.

10.7.68. Visit. Mr Manns is on "sick" certificate for a week. The Dr. said his throat was very infectious and the boys were not to be in his room. Mrs McCullough looks after him + Mr Rainey is staying for the present. Tut.

17.7.68 Visited at Bangor. The boys appear to be enjoying their holiday. Mr Manns is back on duty. Tut.



6.8.68. Visit. 9 boys in residence, 3 unemployed -

Mr Mains is less harassed than before the holidays and is coping very well. The Hostel is in good order.

True.

23.9.68 Visit. 11 boys in residence. All employed except

a recent admission. Conditions very satisfactory.

True.

21.10.68 Visit. 11 boys in residence, 2 unemployed.

All well and appear to be well settled. Home conditions good.

Mr Mains is again without an Assistant Warden.

True.

29.11.68 Visited. 10 boys in residence.

unemployed at present.

going

to live with his sister to-day, this will leave 9 boys in the Hostel. Most of the boys were out when I called but everything appears satisfactory.

True.

20.12.68 Visited. The boys were all out. Mrs McCullough was busy in the kitchen as usual. The house was very nicely decorated for Christmas. 9 boys in residence. One not employed yet.

True.

1.1.69 Visited. 9 boys in residence - 2 not in employment at present.

The boys appear to be settled & happy in the Hostel, conditions satisfactory. (Mr Mains finds his flat difficult to heat in cold weather).

True.

21.2.69 Visited. 10 boys in residence, 1 unemployed.

The boys are all well and settled in the Hostel. Home conditions satisfactory.

True.

14.3.69.	Visited. 9 boys in residence. One still unemployed and one at School who was recently admitted. All boys in good health, conditions in the Hostel are satisfactory.	True.
22.4.69.	Visited. 12 boys in residence, going into Dodgings with Mr Ewing 15-nights. unemployed & recent admission. The boys were all out but Mr Main's reported no unusual difficulties. Conditions in the Hostel up to their usual standard.	True.
20.5.69.	Visited. 10 boys in residence. 1 at School, 1 not yet started in employment who was recently admitted. All the others in employment. The boys are well and conditions in the Hostel satisfactory.	True.
7.7.69.	Visited. 10 boys in residence, 1 at School & 1 unemployed. Most of the boys were out for the evening. Mr Semple & Mr Main's were both in, Mr Main's having returned from leave. The boys are well & conditions in the Hostel good. They are preparing for their holidays starting on Friday, when they go camping.	True.
11.8.69.	Visited. 11 boys in residence. 4 unemployed at present, two of these boys likely to start work this week. All the boys in good health and conditions in the Hostel satisfactory.	True.
22.9.69.	Visited. 7 boys in residence, one unemployed at present. Home conditions satisfactory as usual. Nothing unusual to report.	True.



28.12.69.	<p>Visited. 11 boys in residence 4 unemployed - [redacted] [redacted] [redacted] [redacted] the latter two only recently admitted to Kinora. The boys are well settled and things have been running smoothly.</p>	Tudo.
25.11.69.	<p>Visited. 11 boys in residence, all well. 2 boys are at school [redacted] 4 [redacted] and [redacted] are still unemployed. The Hostel is well kept as usual and the boys appear to be reasonably well settled.</p>	Tudo.
18.12.69	<p>Visited. 11 boys in residence. All in employment except two school-boys. Apart from 'flu' colds they are all well. Conditions in the Hostel satisfactory. House nicely decorated for Christmas.</p>	Tudo.
22.1.70.	<p>Visited. 11 boys in residence. All in employment except two school boys - [redacted] [redacted] Conditions in the Hostel satisfactory.</p>	Tudo.
16.2.70	<p>Visited. 9 boys in residence, all in employment at present. Nothing unusual to report. Conditions in the Hostel satisfactory.</p>	Tudo.
9.3.70	<p>Visited. 11 boys in residence, all in employment except [redacted] and [redacted] recently transferred from Bawnmore and still attending School. The Hostel is in good order as usual and the new carpet in the boys sitting room adds to their comfort.</p>	Tudo.

- 23.4.70. Visited. 12 boys in residence. One recently admitted is unemployed [redacted] & [redacted] still at School. The Hostel is in good order. A new washing machine & Extractor had just been installed, and Mr Sample was trying them out. Nothing unusual to report. *W.H.*
- 20.5.70. Visited. 10 boys in residence. One at School until end of June all others in employment. Conditions in the Hostel are satisfactory. *W.H.*
- 17.8.70. Visited. 9 boys in residence, all in employment except two, [redacted] who has just left school and is at present seeking employment as apprentice fitter & [redacted] who is hoping to be accepted for G.C.E. course at Rupert Stanley College. [redacted] is hoping to get lodgings soon and is anxious to leave the Hostel. Mr Brains requested that Mess Smiths the part-time laund be allowed to work full-time during his absence on leave and also during Mr Samples leave. I have confirmed that this will be allowed, (with [redacted] and [redacted] (Est.)). The Hostel is as usual in good order. The new floor covering in the Kitchen & Scullery has brightened that part and Mr. [redacted] Bullough appears happy to have the brighter atmosphere to work in. The boys were watching T.V. and looked contented. *W.H.*
- 24.9.70. Visited. 10 boys in residence. [redacted] attending Tech. [redacted] starting apprenticeship as Junior Bell & Co Corporation work. Remainder are in employment. The house is in good order as usual. The boys are fairly settled at present. *W.H.*



24.11.70	Visited. 10 boys in residence - [redacted] recently absconded and is thought to have gone to England. All in employment except [redacted] + [redacted] who are doing Further Education Courses. The boys are well & house in good order. Assistant warden is on leave at present.	Info.
21.12.70	Visited. There are 10 boys in residence. 1 unemployed and 2 at Further Education Courses. The boys appeared to be well settled and were watching T.V. Mrs Mc Bullagh had two very nice Christmas cakes baked and iced, and the Hostel was nicely decorated. Altogether there was a happy atmosphere and all looking forward to the holiday week-end.	Info.
25.1.71.	Visited. 11 boys in residence. All in employment except one recently admitted and two attending Further Education Courses. The boys are a fairly settled group and in good health. The conditions in the Hostel are satisfactory.	Info.
17.2.71.	Visited. 11 boys in residence. The boys are all in good health and appear to be fairly well settled. Nothing unusual to report.	Info.
22.3.71.	Visited. 10 boys in residence. All in employment except two attending Further Education Courses. The boys had finished their evening meal and most of them had gone out for the evening. Those who were in were watching T.V. Everything appeared satisfactory as usual.	Info.
31.4.71.	Visited. 10 boys in residence. All in employment except two attending Courses. [redacted] was on leave from the Army and looked well, he has been in some trouble for petty theft but is returning	

to the Army who have dealt with this. The boys are reasonably well settled and the Hostel in good order.

*init*

19.5.71. Visited. 9 boys in residence. 5 in employment and 4 attending School. The boys are all fairly well settled and the Hostel in good order.

*init.*

1.7.71. Visited - 11 boys in residence - 5 unemployed - School leavers. All well and planning their camping holiday at Portlusk 10<sup>th</sup> - 24<sup>th</sup> July.

*init.*

28.9.71 Visited. 9 boys in residence. - unemployed + being seen by Dr. Moffatt re: Special Care. still at School. are to appear at the Lisburn Juvenile Court on 8.10.71 for burglary.

*init.*

12.10.71 Visited. 9 boys in residence. All employed except who is attending School and recently admitted. Mr Mains was concerned about visiting Mr & Mrs Taylor as he appeared to have a lot of spending money and had recently bought a pornographic book which Mr Mains destroyed. I contacted D.W.C. West who has been visiting and arranged for him to visit the Taylors home in the summer, so that he could investigate this matter. has been recently admitted to Anishanore following a series of thefts and tampering with the elevator where he was employed, the S.W.C. is dealing with this.

was re-admitted and is still unsettled.

*init.*

Mr Mains is not very satisfied with Mr Mc Grath's work but feels that he may improve.

*init.*



15.11.71.	<p>Visited. 8 boys in residence and another to be admitted to-day, attends Mount Vernon Special School. All others are in employment. The Hostel is in good order as usual and was warm and comfortable. Mr Mains was concerned about [redacted] who is suspected of stealing money, he is a difficult boy who was recently re-admitted after being discharged from the Army, where he got into trouble. [redacted] is not so keen on becoming a jockey as he was &amp; is now working. [redacted] had books in his room which Mr Mains considered unsuitable &amp; burnt, his Social Welfare Officer was informed of this. <span style="float: right;">True.</span></p>
17.12.71.	<p>Visited with Mr Bunting. 9 boys in residence, all in employment except [redacted] who still attends Mount Vernon Special School. Conditions in the Hostel are satisfactory. <span style="float: right;">True.</span></p>
12.1.72.	<p>Visited - 9 boys in residence. 1 at school &amp; 2 unemployed. They appear to be a fairly settled group - apart from Terry Maskill who has been involved in a Court case recently. Conditions in the Hostel satisfactory. <span style="float: right;">True.</span></p>
24.2.72	<p>Visited. 8 boys in residence. All employed except [redacted] still at School. Mr Mains is concerned about [redacted] relationship with [redacted] and has notified the S.W.C. &amp; Connors &amp; G.P.O who are meeting at Kinora to discuss the problem. A number of the boys are energetic and difficult to cope with at times otherwise conditions are satisfactory. <span style="float: right;">True.</span></p>
29.3.72.	<p>Visited. 7 boys in residence. [redacted] attending school. All others in employment. Mr Mains was <sup>on leave</sup> <del>not</del> Mr Sample in charge. Mr Mc Beath off ill. Conditions in the Hostel are satisfactory. <span style="float: right;">True.</span></p>

12.4.72 Visited. 8 boys in residence, all in employment apart from who has filled in application forms for the Sea Training Course in Catering at Graysend. The boys are somewhat difficult in behaviour at times and require a lot of supervision. Mr Mann is doubtful about taking them on holiday this summer unless he has a more settled group by then. Mr Mann the Housefather has been absent through illness for four weeks. Conditions in the Hostel are satisfactory.

Two.

30.5.72 Visited. 7 boys in residence, one unemployed who is starting work in two days time. Some of the boys have been causing trouble in the area recently and the police have been called in. The boys giving trouble are in the Tartan Gang and are difficult to cope with. has been moved recently and this may help the others to settle down.

Two.

5.7.72 Visited. There are only six boys in residence, all in good health and in employment. Although there are few boys in the Hostel at present they are a difficult group to keep under control and in employment. Conditions in the Hostel are satisfactory.

Two.

20.9.72 Visited. 7 boys in residence attending School, unemployed, remaining 5 are in employment. Mr Mann is having difficulty with some of the boys, who are involved with U.D.R. and attend their demonstrations, but apparently, there is only one who is a regular member. The boys in the area are all involved and sincere boys want to do likewise. Conditions are satisfactory otherwise.

Two.



23.10.72	Visited. 8 boys in residence attending school. 2 unemployed at present. [redacted] were watching T.V. and appeared to be contented and settled. [redacted] had been re-admitted from Pathangul and said he was glad to be back in the Hostel. Some of the boys who are involved with the U.D.A., are causing concern to Mr Mains otherwise they are doing well. Conditions in the Hostel are satisfactory otherwise.	Tues.
21.11.72	Visited. 8 boys in residence. All in employment at present. Mr Mains was off duty when I visited.	Tues.
19.12.72	Visited with Mr Bunting. Conditions satisfactory.	Tues.
11.1.73	Visited. 7 boys in residence. 1 attending school all others are in employment. The boys appear to be more settled and less involved with Lantian Gangs.	Tues.
21.2.73	Visited. 6 boys in residence. 1 still at School, remainder in employment. The boys appear to be fairly well settled and apart from [redacted] are not involved in any of the local political groups. Conditions in the Hostel are satisfactory.	Tues.
28.3.73	Visited. 8 boys in residence. [redacted] will be leaving shortly to go to The Sea Training School. Partitions, [redacted] are still at School. Remainder are in employment. Mr Mains was on leave & Mr Sample in charge. [redacted] is still involved with the U.D.A. but the others appear to be reasonably well settled. New fire doors fitted & fire alarm system installed. Conditions satisfactory.	Tues.

7.4.73 Visited. Mr Sample was on duty. 7 boys in residence.  
2 attending school ( )

( ) All in employment except who has  
returned from Parkstone Sea Training School. The boys are  
difficult to keep in employment at present but are seldom  
out of a job for long. Conditions in the Hostel are  
satisfactory.

Ind.

5.5.73 Visited. 8 boys in residence. 2 attending school, remainder  
in employment. appears to be the main  
cause for  
concern at present as he is involved with the local U.D.A.  
and has been questioned by Special Branch regarding  
robberies in the area. The others are reasonably well  
behaved.

Ind.

3.1.74 Mr Dodd phoned me at home to say that Mr Colin  
McKay (S.S.W) Hollywood Road had contacted  
him re: an anonymous phone call he  
had received stating that Mr Mr. Grath  
(Housefather) had made improper suggestions to  
the boys, had gone to live in the Hostel for  
this purpose and had written a note to one  
of the boys making improper suggestions.  
I phoned Mr Mains to confirm that Mr  
Mr. Grath did not in fact sleep in the  
Hostel at any time. As I was going  
to Portlaoine the next day on a course  
I arranged to see Mr Mr. Grath when I  
returned.

Ind.

4.1.75 Visited - Talked to Mr Mains about Mr Mr. Grath  
who was off duty & Mr Mains is quite sure  
this is an untrue statement and that there



is a political reason for it. Apparently the Police had a similar call about two months ago and told Mr. McGrath about it, and their opinion was that someone was trying to get at Mr. McGrath because of his connection with the Orange Order. I arranged to see Mr. McGrath on Monday 11<sup>th</sup> Feb.

T.M.D.

4.2.74 I visited Kinross with Colin McRay this morning. Mr. McGrath was not surprised when I told him why we were there as he had received <sup>a copy of</sup> an anonymous letter saying that he was a homosexual, this had been sent to an Organisation he is connected with. He admits that he is probably in danger because of his association with the Orange Order and his attempts to prevent anyone from breaking the law which is not always well received by his companions in politics. He denied making any improper suggestions to the boys or writing any note to any of them. He appears to be involved in politics during his time off-duty but does not talk about it in the hostel or involve the boys in any way. His involvement appears to be in a low abiding way & he feels this is why someone is trying to get him into trouble. I explained that we were also concerned about his safety and felt he should know what had happened, apart from the need to investigate any such report that concerned the boys.

T.M.D.

WITNESS NAME: HEALTH AND SOCIAL CARE BOARD

DATE: 23 May 2016

The Inquiry into Historical Institutional Abuse 1922 to 1955

Fionnuala McAndrew

Rule 9 – KINCORA

Exhibit 23

EASTERN HEALTH AND SOCIAL SERVICES BOARD.Statutory Visits to Children's Homes and Hostels.Date 30. XII 74

I visited

Harrold Boys Hostel

on 30. XII 74 and the following is a report of my visit:- Mr. Mann was in charge, at present 6 Boys resident at the home, 5 at present in employment.  
 A washing machine is needed in the Home.  
 At present the Television Set is running over point for by the boys, as the numbers are low at the present time the assistant in the home helps out with the payments.  
 I do feel that a Television Set should be provided by the Board.

Signed B. S. S.

U/F1/11

EASTERN SOCIAL SERVICES			
D.S.S.		G.A.O.	
Mr. Bunting		Sen. Tyndal	
Mr. Magee		Comr.	
Mr. Milne		- 6 JAN 1975 -	
Miss McClure		Ack.	
Mrs. Tooton		File	

EASTERN HEALTH AND SOCIAL SERVICES BOARDStatutory Visits to Childrens Homes and HostelsETTAVILLE GIRLS' HOSTEL

Date: 29/6/76

KINCORA BOYS' HOSTEL

Date: 29/6/76

I visited Kincora Boys' Hostel on 28/6/76 and the following is a report of my visit:-

I was met by Mr. Semple.

Nine boys are in residence aged from 15 to 18 years, two of the boys are attending school.

On a visit last year I made the suggestion that an approach should be made to the Education Authorities with regard to the boys having some use of the open space area in Strandtown Primary School immediately behind the home but I understand that they are not permitted to use this area. I think it is a perfect example of the inability of two



statutory organisations to co-operate with each other and I think the Area Board should make an approach again to the Management Committee of the school requesting that the boys in the hostel be permitted to use this facility on certain occasions with supervision. Now that schools are being used in the holiday time in summer play schemes, I think it is all the more reasonable why a group of boys who live beside it should have some controlled use of the open space area even if only to kick a football about. I understand that if the boys want to play football they have to go over a mile away to Orangefield Park.

Recently the boys had visited Queen's University recreation club and had a most enjoyable time with 5-a-side with teams from the Shankill and Falls and other parts of Belfast.

X They have a Hoovermatic de Luxe washing machine which is of the old variety and which Mr. Semple says is not very satisfactory with regard to washing the boys' heavy overalls and jeans. There is no automatic rinsing and the one it replaced was much more efficient. There is a problem that dirt from the washing lies in the bottom of the machine and I wonder is there a place for the replacement of this machine by a more modern automatic one which rinses, etc. ✓

The kitchen is still rather ancient with no modern cupboards, old fashioned shelves around the walls and there was a front missing on the cupboard in the actual serving kitchen. In the rest of the house equipment was in good condition and the house was in a good state of repair, except for an area of damp in the front left bedroom where the paper is coming off the wall and damp seeping through probably due to a problem at the top of the bay window. I think this should be urgently looked at.

Signed: W.G. McCartney

7/7/74



EASTERN HEALTH AND SOCIAL SERVICES BOARD.Statutory Visits to Children's Homes and Hostels.Date 16/8 76

I visited

Kincoraon Thursday 12/8/76 and the following is a report of my visit:-

Mr Mains showed me round the Hostel and as usual I found the Hostel spotlessly clean & tidy. I understand Mr Mains had enquired about a washing machine but this had not arrived, also severe dampness is showing at the top of front bedroom window and this should have attention

Signed

Councillor Joss Crookes

27 AUG 1976

WITNESS NAME: HEALTH AND SOCIAL CARE BOARD

DATE: 23 May 2016

The Inquiry into Historical Institutional Abuse 1922 to 1955

Fionnuala McAndrew

Rule 9 – KINCORA

Exhibit 24

EASTERN HEALTH AND SOCIAL SERVICES BOARD

Guidelines for members of the Health & Personal Social Services Committee visiting children's residential child care facilities in accordance with the Conduct of Children's Homes Direction (Northern Ireland) 1975.

1. Paragraph 3(2) of the Conduct of Children's Homes Direction states that "A Board shall arrange for a member of its Personal Social Services Committee to visit the home at least once in every quarter. The member visiting the home shall satisfy himself whether the home is conducted in the interests of the well being of the children and shall report to the Committee upon the visit and shall enter in the records referred to in Paragraph 15 his name and the date of his visit."
2. It has been agreed by the Personal Social Services Committee that a member should visit the same homes for at least one year to ensure continuity and the development of relationships between the Committee member and the staff and children.
3. The Committee member should familiarise himself with the objectives and operational policy and procedures of the homes he is visiting. This can best be achieved by initially discussing the homes with the Assistant Director of Social Services for the Unit of Management in which the home is located and with the Principal Social Worker or Assistant Principal Social Worker responsible for the managerial oversight of the home.
4. The Committee member may wish to be accompanied on his visit by the Principal Social Worker or Assistant Principal Social Worker. This has the advantage of enabling queries which arise to be discussed on the spot and explanations given or obtained.  
The Committee member should decide whether to visit alone or accompanied.
5. Visits to the homes should usually be by appointment, either made with the Principal Social Worker or Assistant Principal Social Worker if he is to accompany the Committee member or directly with the Officer in Charge of the home. It is desirable to visit when the children are likely to be there.
6. During the visit the Committee member should -
  - (i) enter his name and date of his visit in the records;
  - (ii) discuss the operation of the home with the Officer in Charge and, on occasions, with other care staff;
  - (iii) talk to the children and obtain their views on the care they are receiving;
  - (iv) inspect the home's records which are outlined in Paragraph 15 of the Conduct of Children's Homes Direction as follows -
    - (a) date of admission and date of discharge of every child accommodated in the home;
    - (b) record of events of importance connected with the home;
    - (c) record of every fire practice and drill conducted in the home together with records of all fire precautions agreed after consultation with the Fire Authority;
    - (d) menus of the meals provided for the children, kept in sufficient detail to enable any person inspecting them to judge whether a balanced diet was available;
    - (e) medical record on each child.

- (v) confirm with the Officer in Charge that the field Social Worker responsible for keeping in contact with the children are visiting on at least a monthly basis;
- (vi) confirm that the care of the children is being reviewed in accordance with the Board's procedures, i.e. within a month of admission to care and subsequently on at least a six monthly basis;
- (vii) identify any problems arising in the physical environment of the home.

7. When a formal complaints procedure for children in residential care is introduced, a Register of complaints will be maintained in each home. The Committee member should check this Register and confirm that complaints have been dealt with or are in the process of being dealt with. The introduction of a complaints procedure in line with the Board's response to the Department on this subject is being considered as an interim measure until agreement is reached with the Department on the form this should take.

8. The Committee member should compile a written report on his visit for submission to the Director of Social Services and the Health & Personal Social Services Committee.

This report should include the following -

- (i) name of home;
- (ii) date and time of visit;
- (iii) whether accompanied by the Principal Social Worker or Assistant Principal Social Worker responsible for the managerial oversight of the home;
- (iv) confirmation that -
  - (a) the records were checked and are being properly maintained;
  - (b) the Complaints Register was checked and all complaints have been dealt with or are in the process of being dealt with;
  - (c) children in the home were seen and talked to about their care;
  - (d) the operation of the home was discussed with the home's staff;
  - (e) Social Workers are visiting in accordance with Board procedures;
  - (f) the progress of the children is being reviewed in accordance with the Board's procedures;
  - (g) the home is being conducted in the interests and well being of the children.
- (v) any other matters of concern or interest.

A form which covers these aspects is attached to assist members with the written report which is required on each visit.



Health and Personal Social Services Committee Member's Report on Visit to Children's Home/Hostel

1. Name of Children's Home/Hostel: \_\_\_\_\_
2. Unit of Management in which Home/Hostel is located: \_\_\_\_\_
3. Date and time of visit: \_\_\_\_\_
4. Accompanied by P.S.W./A.P.S.W. YES/NO
5. The Home's/Hostel's records were checked and are being properly maintained: YES/NO

If No, please comment -

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6. The Complaints Register was checked and all complaints have been dealt with or are in the process of being dealt with: YES/NO

If No, please comment -

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7. The views of the children who were present at the time of the visit were obtained on the care they are receiving: YES/NO

Please outline any problems identified -

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8. The operation of the Home/Hostel was discussed with the Home's/Hostel's staff:

YES/NO

Please outline any matters of interest or concern -

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9. Social Workers are visiting in accordance with Board procedures:

YES/NO

10. The progress of the children is being reviewed in accordance with Board procedures:

YES/NO

11. The Home/Hostel is being conducted in the interests and well being of the children:

YES/NO

Please outline any matters of concern -

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12. Please outline any other matters of concern or interest:

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SIGNED

DATE

WITNESS NAME: HEALTH AND SOCIAL CARE BOARD

DATE: 23 May 2016

The Inquiry into Historical Institutional Abuse 1922 to 1955

Fionnuala McAndrew

Rule 9 – KINCORA

Exhibit 25

[illegible][illegible]



WITNESS NAME: HEALTH AND SOCIAL CARE BOARD

DATE: 23 May 2016

The Inquiry into Historical Institutional Abuse 1922 to 1955

Fionnuala McAndrew

Rule 9 – KINCORA

Exhibit 26

**Committee of Inquiry  
into Children's Homes  
and Hostels**

**KIN-1297**

**Chairman :** His Honour W H Hughes

**Members :** Mr W J Patterson OBE  
Mr H Whalley

**Your Ref :**

**Secretary :** Mr S Quinn

**Our Ref :** CH14409/85

**Address :** Castle Buildings  
Stormont  
BELFAST  
BT4 3RA  
**Telephone:** (0232) 63939

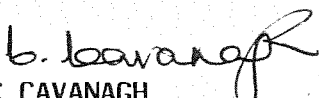
12 September 1985

Chief Legal Adviser

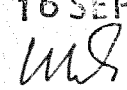
Dear Sir

1. From an examination of the relevant files, it would appear that the social workers mentioned in the attached Appendix were responsible for undertaking the inspection and reporting function required under Article 5 of the 1952 C & YP (Welfare Authorities Homes) SR&O+Section 3(3) of the conduct of Children's Homes Direction (NI) 1975.
2. Unless notified to the contrary, we shall assume that the signatories of the reports were also the inspecting officers, as required by the legislation.

Yours faithfully

  
**C CAVANAGH**  
Assistant Secretary to the Inquiry

EASTERN HEALTH & SOCIAL SERVICES BOARD	
DIRECTOR OF SOCIAL SERVICES	
FORWARD TO .....	
BY .....	
FILE <input type="checkbox"/>	7 OCT 1985
COPY TO .....	
FOR: ACTION/COMMENT/INFORMATION	

LEGAL SERVICES AGENCY LEGAL DEPARTMENT	
16 SEP 1985	
	

KINCORA

October 1973 - July 1975

August 1975 - December 1975

February 1976 - June 1976

August 1976 - December 1976 OCT + DEC 76

January 1977 *Jan 77*

February 1977 - December 1977

January 1978 - February 1978

March 1978 - September 1978

October 1978 - December 1978

January 1979 - May 1979

June 1979 - October 1979

M Wilson ✓

C Scoular ✓

L McGrath ✓

G Higham ✓

C L Hawthorne ✓ *G. Higham*

G Higham ✓

C L Hawthorne ✓ *Mr. Scoular*

G Higham ✓

W O'Connor ✓ *for G. Higham*C L Hawthorne ✓ *Mr. Robertson JFM*L McGrath ✓ *Mr. Robertson AM*NO VISITS REPORTED FOR

January 1976 ✓

July 1976 ✓

November 1976 ✓

November 1979 - January 1980 ✓

PALMERSTON

October 1973 - July 1975

August 1975 - December 1975

February 1976 - October 1976

January 1977 - March 1977

April 1977 - August 1978

September 1978

October 1978 - September 1980

October 1980 - 1982 *Dec.* ✓

M Wilson ✓

C Scoular ✓

L McGrath ✓

G Higham ✓

L McGrath ✓

C L Hawthorne ✓ *L. McGrath*

L McGrath ✓

Mrs Frances O'Donnell ✓ *Miss Scoular*NO VISITS REPORTED FOR

January 1976 ✓

November 1976 ✓

December 1976 ✓

October 1977 ✓

November 1977 ✓

EASTERN HEALTH & SOCIAL SERVICES BOARD	
DIRECTOR OF SOCIAL SERVICES	
FORWARD TO .....	
SEEN BY .....	
HOLD <input type="checkbox"/>	FILE <input type="checkbox"/>
-7 OCT 1985	
COPY TO .....	
FOR: ACTION/COMMENT/INFORMATION	

ALMERSTON CONTD.NO VISITS REPORTED FOR CONTD

December 1977 ✓ JAN 78, FEB 78 ✓  
 February 1979 ✓  
 January 1980 ✓ March 80 ✓  
 September 1982 ✓

VALETTA PARK

January 1974 - December 1975

W A Morris ✓

NO VISITS REPORTED FOR

November 1975 ✓

WILLIAMSON HOUSE

January 1975 - March 1979

April 1979 - August 1979

September 1979 - December 1982

J Williams ✓

R Bingham

Unsigned R. Bingham ✓

NO VISITS REPORTED FOR

May 1981 - September 1981 ✓

up to June 1980  
 to Aug 80 from July 1980  
 Jan 82  
 Mrs A Ashan Feb 82 - Dec 82

Sept 79 - coming in no report - Bingham

Oct 79 - Nov 79, signed Bingham

Dec 79 - Jan 80 coming in no report Bingham

Feb 80 - April 80 - Bingham

May 80 - June 80 - Bingham

July 80 - August 80 - Bingham

Sept 80 - Oct 80 - Bingham

Nov 80 - Dec 80 - Bingham

Jan 81 - Feb 81 - Bingham

Mar 81 - Apr 81 - Bingham

May 81 - June 81 - Bingham

July 81 - Aug 81 - Bingham

INTERN HEALTH & SOCIAL SERVICES BOARD	
DIRECTOR OF SOCIAL SERVICES	
FORWARD TO .....	
SENT BY .....	
HOLD <input type="checkbox"/>	FILE <input type="checkbox"/>
- 7 OCT 1985	
COPY TO .....	
FOR: ACTION/COMMENT/INFORMATION	



WITNESS NAME: HEALTH AND SOCIAL CARE BOARD

DATE: 23 May 2016

The Inquiry into Historical Institutional Abuse 1922 to 1955

Fionnuala McAndrew

Rule 9 – KINCORA

Exhibit 27

Visits to Children's Homes

Staville:- Visited on 19th October, 20th and 26th November, 1973.

There are 9 girls in residence. Two of the girls are attending the Rupert Stanley College is using the Child Care Course (Further Education) for 16 year olds, and the other the Catering Course. Another girl is attending Mount Vernon Special School. The other six girls are in employment. The girls are all reasonably well settled in the Hostel and there appears to be a good relationship with the staff. Conditions in the Hostel are satisfactory.

Kincora:- Visited on 19th October and 20th November, 1973.

There are 8 boys in residence. Two of the boys absconded on 17th November and were found in Liverpool. They returned to Kincora on 30th November and absconded again that afternoon. Another boy appeared at the Juvenile Court on 19th November and was fined £5, two additional charges are pending. Two of the boys are attending Mount Vernon Special School, the remainder are in employment.

Two of the boys in employment are attending Day Release Courses, one in Structural Engineering and the other Electrical Welding. The boys are unsettled at times but there are no major problems at present. Conditions in the Hostel are satisfactory.

Palmerston Reception and Assessment Centre:- Visited on 5th, 9th and 29th November, 1973.

The first six children were admitted to Palmerston on 5th November, and there are now 9 children in residence. There are only eleven of the fifteen beds to be occupied pending the decision on the need for a fire escape at the end of the new part of the building. The children are settling in well and the Assessment Team are showing great enthusiasm in their work. The usual problems of opening a new Home are being sorted out as quickly as possible.

Mrs. Wilson

Principal Social Worker

Home: Kincora Boys Hostel.

Matron: —

Deputy Matron: —

Officer-in-Charge: Mrs. J. Mains.

Home Management: Good.

Care of Residents: Fairly good but difficult to assess with this age group. Certainly they are given good food, nicely served.

Ability to meet needs of residents: Mr Mains talks to the boys and tries to guide them and keep them free from outside trouble. If a boy is emotionally upset or disturbed he is not good at helping but seeks the help of the Social Worker concerned.

Staff Relationships: There are few staff in the Hostel and ~~but~~ the relationships have been good.

They all work well together and share the work.

Conclusion: Mr Mains has had a very difficult task during the past five years. The boys tend to get involved in troubles outside and this has imposed great strain on Mr Mains. However to keep a Hostel running at present in this area is an achievement.

KIN-1303

Principal Social Worker

*Mr. Wilson*

*21/10/74.*



KIN-1304

MEMORANDUMMr. Gordon Wallace, University  
Street. 8.11.76.

From Mr. G. Higham, A.P.S.W.

To Mr. C. W. Scoular, D.S.S.O.

Ref. GH/CH

Ref.

3rd November, 1976

Kincora

## Dates visited on:

August - 9th

September - 6th, 9th, 15th

October - 8th, 9th, 17th, 20th

There are presently 10 boys in Kincora which is necessitating one boy sleeping on a make-shift bed on the landing. However, the home appears to be running smoothly. The boys enjoyed the summer period and had fairly full activities organised by the staff at Kincora. At present, we are hoping, that those at the age of leaving will find alternative accommodation as soon as possible. Regular reviews with Social Workers has now been undertaken on a three monthly basis. This will hopefully prepare Social Work staff and boys for the time when they must leave Kincora and this will also allow any problems that arise to be discussed on a regular basis.



*G. Higham*  
Assistant Principal Social Worker

EASTERN HEALTH AND SOCIAL SERVICES BOARD

MEMORANDUM

From Mr. S.G. Higham, A.P.S.W.

To Mr. C.W. Scoular, D.S.S.O.

Ref. SGH/CH

Ref.

6th January, 1977

MONTHLY VISITS - DECEMBER, 1976

Kincora:- Dates visited on:- 14th, 22nd, 25th

The Hostel still has one boy over the number of places available, although this does not seem to deter or unduly worry the staff or boys.

Several of the boys were visiting relatives or friends for a few days at Christmas.

The boys still enjoy going to the Disco and this appears to be one of their few outlets.

WITNESS NAME: HEALTH AND SOCIAL CARE BOARD

DATE: 23 May 2016

The Inquiry into Historical Institutional Abuse 1922 to 1955

Fionnuala McAndrew

Rule 9 – KINCORA

Exhibit 28

Mr. M. Sittlington  
 Chief Legal Adviser  
 Central Services Agency  
 27 Adelaide Street  
Belfast BT2 8FH

CWS/YR  
 HW/1/1E/2

15 August 1984

Dear

Committee of Inquiry into Children's Homes and Hostels

I refer to your letter of 17 July 1984 asking for me to supply a list of my visits to Kincora.

I append beneath a list of these dates from October 1973 until October 1980 when Kincora closed. These are the dates taken from my diary and the information should be fairly accurate, although I may have called on one or two other occasions without marking the visit in my diary.

21.12.73	10. 6.77	10. 3.80
22. 5.74	9. 9.77	13. 3.80
20.12.74	1.12.77	15. 3.80
20. 3.75	3. 1.78	19. 3.80
14. 8.75	11. 1.78	2. 4.80
12. 9.75	20. 3.78	11. 4.80
8.10.75	30. 3.78	14. 4.80
27.11.75	4.10.78	21. 4.80
22.12.75	18.12.78	29. 4.80
19. 1.76	22. 6.79	7. 5.80
18. 3.76	13. 8.79	14. 5.80
19. 5.76	2.10.79	26. 5.80
23. 6.76	24.12.79	28. 5.80
21. 7.76	24. 1.80	16. 6.80
19.10.76	25. 1.80	19. 6.80
21.12.76	14. 2.80	17. 7.80
23. 2.77	4.3.80	1.9. 80
1. 6.77	5.3. 80	15. 9.80
	6.3. 80	22. 9.80

Yours sincerely,

DISTRICT SOCIAL SERVICES OFFICER



VISITS TO KINCORA IN 1976 AND 1977

According to my diary, I visited Kincora on the following occasions during 1976 and 1977:-

- |               |      |   |
|---------------|------|---|
| 19th January  | 1976 | - A routine visit with Miss L.M. McGrath who was newly appointed to her post.   |
| 18th March    | 1976 | - A routine visit.  |
| 19th May      | 1976 | - A routine evening visit when I saw Mr. Mains and Mr. McGrath.   |
| 23rd June     | 1976 | - A routine evening visit when I saw Mr. McGrath.   |
| 21st July     | 1976 | - A routine visit when I saw Mr. Mains.   |
| 19th October  | 1976 | - An evening visit when I took four boys to and from a disco at the Rehabilitation Unit.  |
| 21st December | 1976 | - A routine Christmas visit when I saw mr. Mains.   |
| 23rd February | 1977 | - A routine visit with Mr. Gordon Higham when we saw Mr. Mains.   |
| 1st June      | 1977 | - A routine evening visit - no mention of the person I saw so, presumably, none of the first three Officers.  |
| 10th June     | 1977 | - Routing visit with Mr. Gordon Higham when we saw Messrs. Semple and McGrath.  |
| 9th September | 1977 | - A routine visit when I saw Mr. Semple.  |
| 14th November | 1977 | - A meeting at Strandtown R.U.C. Station with Mr. Gordon Higham and Sergeant G. Sillery when we discussed the movements of the boys after work. We were concerned about the numbers of them appearing at Court etc. |
| 1st December  | 1977 | - Visit with Mr. Gordon Higham when we saw Mr. Mains. At this time we introduced the daily report form which indicated the movements of the boys.   |
| 5th December  | 1977 | - A visit to Purdysburn Hospital by Mr. G. Sillery and Mr. J. Scully of the R.U.C. They reported back to Mr. Higham and myself about the Police involvement with some of the boys.                                  |

  
DISTRICT SOCIAL SERVICES OFFICER

5th February 1980

WITNESS NAME: HEALTH AND SOCIAL CARE BOARD

DATE: 23 May 2016

The Inquiry into Historical Institutional Abuse 1922 to 1955

Fionnuala McAndrew

Rule 9 – KINCORA

Exhibit 29

*Copy to Mrs. Dickson*

KIN-1310

Mr. J. Mains,  
Kincora Boy's Hostel,  
236 Upper Newtownards Road,  
Belfast BT4 3EU

7th March, 1977

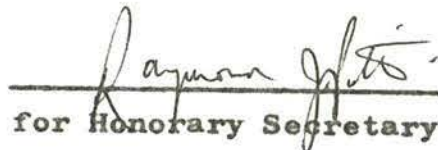
Dear Mr. Mains,

District Committee Visit

A visit by the District Committee to your facility will take place on Wednesday, 16th March, 1977 at 3.15 p.m.

It would be appreciated if refreshments could be provided when the visitors arrive. There will be approximately 10 persons in the visiting group.

Yours sincerely,

  
for Honorary Secretary

N.B. to Miss Dickson

Please arrange for Mr. Parkhill or yourself to be in attendance to receive the visitors along with Mr. Mains.

MEMORANDUM

From Mr. R.J.Pitt,  
District Administrative Officer  
Ref. 1/51A RJP/SJ

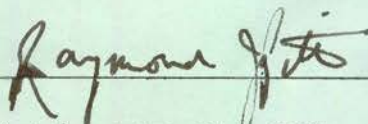
To Mr. C.W. Scoular,  
District Social Services Officer  
Ref.

14th April, 1977

Arising from the visit by members of the District Committee to Kincora, the question was asked about the care and follow-up of residents on reaching the age of eighteen years. Are they compulsorily discharged from Kincora? If still in need of care what kind of accommodation would they be transferred to? What other forms of supervision are available?

Members got the impression that while boys should be discharged at eighteen years of age, in practice, they may well be allowed to remain in the Hostel. It was appreciated, however, that this could not always be the case since otherwise it would never be possible to admit new residents.

It was agreed that the matter could be raised with you when the D.E.T. next meets the District Committee.



District Administrative Officer



WITNESS NAME: HEALTH AND SOCIAL CARE BOARD

DATE: 23 May 2016

The Inquiry into Historical Institutional Abuse 1922 to 1955

Fionnuala McAndrew

Rule 9 – KINCORA

Exhibit 30

EASTERN HEALTH AND SOCIAL SERVICES BOARDMEMORANDUM

From: Mr. R.J.Pitt  
District Admin. Officer  
Ref. RJP/SJ

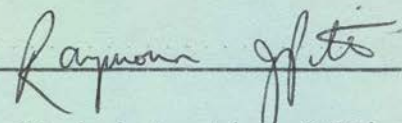
To: Mr. C. Scoular  
District Social Services Officer  
Ref.

22nd December, 1976

Re-furbishing Kitchen at Kincora

Further to my earlier memo. of 8th December 1976, I am now advised by Mr. Browne that it is his intention to carry out some work at Kincora possibly by direct labour.

The problem is that, strictly speaking, no capital funds are available but it is hoped that the scheme will be started before the end of this financial year.

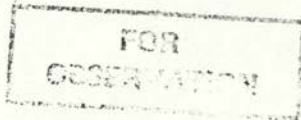
  
District Administrative Officer

# Eastern Health and Social Services Board

East Belfast and Castlereagh District

KIN-1314 <sup>49/1</sup>

also 1/21 Visits



Dear Mr. Pitt,

9/E.1

Purdysburn Hospital, Saintfield Road;  
Belfast BT8 8BH  
Tel.: Belfast 649191

District Administrative Officer:  
~~Robert G. Kinnear, F.R.S.A.M., R.I.M.~~

R.J. Pitt, LL.B. A.H.A. Dip S.ADM.,  
our ref:

your ref: 1/550 in relation to matters  
9th Sept., 1976.

## LAUNDRY SERVICES TO OUTSIDE FACILITIES.

### "KINCORA BOYS HOSTEL"

It has been arranged that a full laundry service to Kincora Boy's Hostel 236, Upper Newtownards Road will be provided from the Ulster Hospital Laundry commencing on Monday 13th September. The soiled clothing will be collected on Monday and returned on Friday each week.

The original project was tied up with an alteration to the back kitchen which seems to be one of the items that has got onto the long finger.

F.R. KANE.

DISTRICT LAUNDRY MANAGER.

D.A.O.	✓	D/Dent. O.	
A.D.A.O.		D/Catering O.	
D.S.S.O. 14/9/76	✓	D/Domestic O.	
D.A.N.O.		Sal/Wages F.G.	
D.A.M.O.		Sal/Wages (P)	
Personnel		Forster Green	
Accountant		Purdysburn	
Supplies		Fever	
Works Officer		Ulster	
D/Pharmacist		D.E.T	
D/Records O.		D/Laundry M.	



Copy sent to Mrs. S.G. Higham, A.P.S.W  
14/9/76 L.R.



MEMORANDUMFrom Mr. G. Higham, A.P.S.W.To Mr. C. W. Scouler, D.S.S.O.Ref. GH/CH

Ref.

17th September, 1976

Re: Kincora

Further to our recent concersation re visits of the Board to Children's Homes and Hostels, I have contacted Mr. Mains re gaining premises from the Recreation Officer in charge of Strand Town School playing fields, for Kincora to use their facilities. I am writing to Mr. J. Patterson, Senior Education Officer, formally requesting use of these facilities for set times throughout the year.

Of another matter, I have received a report written by Councillor J. Cardwell re Dampness in Kincora. I have had discussions with both Mr. R. Browne, D.W.O. and Mr. H. Wilson, Building Supervisor and they have assured me that they have dealt with this matter and were waiting for the plasterers to finish the job.

The laundry difficulties in Kincora have been alleviated, as you are aware, by the fact that a regular laundry service has been started from the Ulster Hospital to Kincora. From the 13th the soiled clothing is collected on Monday and returned on Friday.

B. Hawthorne  
for Assistant Principal Social Worker

Copy/Miss L. McGrath





Mr. C.W. Scoular,  
District Social Services Officer.

Mr. R.J. Pitt,  
District Administrative Officer.

KIN-1316

✓  
9/E.1 & 2.  
CWS/MR.

22nd September, 1976.

1/21  
KJL/JT.

Statutory Visits to Children's Homes and Hostels

I would refer to your memorandum of the 7th September, 1976, asking for my views on Dr. McCartney's comments.

As far as Ettaville Girls' Hostel is concerned, the pressure has been somewhat taken off Mrs. White by the appointment of a part-time Housemother to fill a recent vacancy. During the summer a temporary Housemother was employed who proved to be a great asset to the Hostel staff. There will rarely be any further problems about school age girls as it is our intention to only have working girls at the Hostel.

As far as Kincora is concerned, Mr. S.G. Higham, Assistant Principal Social Worker, has taken up the question of the boys making use of the ground at Strandtown Primary School with the Senior Education Officer, Mr. J. Patterson. This matter is now, therefore, in hand.

With regard to the Laundry Service at Kincora, the question of the replacement of the washing machine is being investigated by the District Laundry Manager, Mr. F. Kane, but I understand that a regular laundry service has now been started from the Ulster Hospital to Kincora.

The problems of damp and the need for the re-decoration of the kitchen area is in hand with the District Works Officer.

DISTRICT SOCIAL SERVICES OFFICER

Mr. C.W. Scoular,  
District Social Services Officer.

Mr. R.J. Pitt,  
District Administrative Officer.

9/E.1.  
CWS/MR. 13th October, 1976.

1/21  
KJL/JT.

Statutory Visits to Kincora Hostel

In recent correspondence mention has been made by various Board members that the boys at Kincora would be very keen to use the playing fields at Strandtown Primary School.

As promised, I asked Mr. S.G. Higham, Assistant Principal Social Worker, to take this matter up with the Senior Education Officer of the Belfast Education and Library Board. A reply has now been received from Mr. Patterson, Senior Education Officer, who indicates that the playing fields would, unfortunately, not be available to the boys from Kincora as they are completely booked.

In due course, Mr. Higham will be looking for any alternative playing field accommodation which may be available for the boys.

DISTRICT SOCIAL SERVICES OFFICER

WITNESS NAME: HEALTH AND SOCIAL CARE BOARD

DATE: 23 May 2016

The Inquiry into Historical Institutional Abuse 1922 to 1955

Fionnuala McAndrew

Rule 9 – KINCORA

Exhibit 31



THE FIRE AUTHORITY FOR NORTHERN IRELANDFIRE PREVENTIONROUTINE INSPECTION AND FIRE DRILL REPORTNAME AND ADDRESS: Kincora Boys Home, 236 Upper Newtownards Road, Belfast 4AUTHORITY: Eastern Health and Social Services BoardNAME OF CONTACT: Mr MainsTELEPHONE NUMBER: 657838DATE OF FIRE PREVENTION INSPECTION: 12th November 1974(1) TALK TO STAFF:No talk given**FOR  
INFORMATION****PERSONNEL IN ATTENDANCE  
ACTION**1 staff7 boys

B.A.O.	<input checked="" type="checkbox"/>	D/Dom.O
A.D.A.O.	<input type="checkbox"/>	D/Catering O.
D.S.S.O.	<input checked="" type="checkbox"/>	D/Domestic O.
D.A.N.O.	<input type="checkbox"/>	S. V. W. - F.G.
D.A.M.O.	<input type="checkbox"/>	1st Wardens (H)
Personnel	<input type="checkbox"/>	1st Wardens (H)
Accommodation	<input type="checkbox"/>	Accommodation
Supplies	<input checked="" type="checkbox"/>	Supplies
Wardens Duties	<input checked="" type="checkbox"/>	Wardens
Fire Drills	<input type="checkbox"/>	Fire Drills
D. Records	<input type="checkbox"/>	D. Records

(2) FIRE DRILL:No drill carried out - alarm was tested and found to be satisfactory.ASSEMBLY POINTAt front of house(3) HOUSEKEEPING:Satisfactory(4) FIRE APPLIANCES:

These are in accordance with the schedule of appliances, and  
are serviced regularly by a firm of fire engineers.



THE FIRE AUTHORITY FOR NORTHERN IRELAND

FIRE PREVENTION

ROUTINE INSPECTION AND FIRE DRILL REPORT

NAME AND ADDRESS: Kingdom Boys Home, 235 Upper Newtownards Road, Belfast 4

AUTHORITY: Eastern Health and Social Services Board.

NAME OF CONTACT: Mr. Mains

TELEPHONE NUMBER: 657838

DATE OF FIRE PREVENTION INSPECTION: 12th November, 1974

(1) TALK TO STAFF:

No talk given

PERSONNEL IN ATTENDANCE

Station officer King and crew

(2) FIRE DRILL:

No drill carried out

ASSEMBLY POINT

At front of house

(3) HOUSEKEEPING:

Satisfactory

(4) FIRE APPLIANCES:

CO<sub>2</sub> extinguisher was found to be on floor and not properly mounted.

All other extinguishers are in accordance with the schedule of appliances and have been serviced since last visit.

INSPECTING OFFICERS: Station Officer King.....

Knock Fire Station.....

DATE OF INSPECTION 12th April, 1979.....

WITNESS NAME: HEALTH AND SOCIAL CARE BOARD

DATE: 23 May 2016

The Inquiry into Historical Institutional Abuse 1922 to 1955

Fionnuala McAndrew

Rule 9 – KINCORA

Exhibit 32



P.C.

Kincora Boys' Hostel,236, Upper Newtownards Road, Belfast.

I inspected this Hostel on 5th October, 1965, when Mr. Mains, the Warden, showed me over the premises. House and grounds were well maintained, and were in very good order. A tumbler-dryer has been added to the domestic equipment since the last inspection, and is proving a boon.

Mr. Mains told me that he understood the Welfare Committee were considering constructing a Warden's bungalow on the site of the stables, and that the project of incorporating recreational facilities for the boys with a Warden's flat in one block had been abandoned. It is to be hoped that Belfast will make an effort, without undue delay, to provide suitable accommodation for the Warden, whose ground-floor office also serves as his bedroom.

Mr. Semple acts as Assistant Warden. He appears to be a conscientious and thorough worker, who gives the Warden valuable support. Miss McCullough continues as housekeeper, and staff relationships appear to be good.

There were 10 boys in residence - 8 in full-time employment, one unemployed, and one boy, [redacted], attending school. [redacted] passed his G.C.E. in 3 subjects, and is taking 5 subjects this year. In the attic room, which has been converted into a pleasant study, he has the necessary peace and quiet to work.

I was interested to meet an "old" boy, [redacted], who has joined the Army, and was calling on Mr. Mains during his leave.

The Warden told me that most of the boys in residence had come comparatively recently to "Kincora" - their ages ranged from 15 - 17<sup>1/2</sup> years - and that, so far, he had not encountered any serious behaviour problems with the present group.

I examined the records, including medical records, which were well maintained. Mr. Mains mentioned that when boys came from other Belfast Homes - mostly Bawnmore and Williamson House - new medical record cards were opened, as their previous ones were not forwarded. I intend discussing this matter with Miss Brown, Children's Officer, as this procedure, if generally adopted, seems to me rather unsatisfactory.

Fire drill is carried out regularly, and fire appliances have routine checks.

The Hostel appeared to be functioning well.

Mr. J. Pricefor Secretary  
8th October, 1965.

P.C.

It will be disappointing if recreation room for the boys is abandoned. Could we mention to Mr. Mason when he comes.

(sqd.) K.B.F. 12/10/65



KIN-1323

~~DEC~~

S.10

# KINCORA BOYS' HOSTEL

I visited this Hostel on 21 April 1972, when I was received by Mr Mains, Warden. His staff is unchanged since the last report.

There were 9 boys in residence in the age range 15-18 years. With the exception of one boy who was attending a Special School all were in full-time employment. In this connection Mr Mains spoke appreciatively of the help and co-operation he receives from the Youth Employment Service.

Nine continues to be the maximum number of boys which Kincora can accommodate, as Belfast Fire Authority's recommendations regarding fire precautions have not been implemented. There now seems to be some doubt as to whether the major structural work involved would be worth while for the provision of 2 beds. Mr Mains feels quite strongly that with the type of very difficult boy they are at present accommodating a group of nine in this house is sufficiently large. Moreover, when the house was full to capacity the absence of adequate storage space posed a real problem. I agree with Mr Mains and note that the Ministry's letter to Belfast (16 August 1957) related to the adaptation of the premises to accommodate nine working boys. Mr Mains intends to discuss the question with the Children's Officer.

The premises were in good order throughout; the staff and boys have done good work in redecorating the boys' sitting-room.

Medical arrangements continue as outlined in the last report. The medical cards of the boys have been given to Dr Hamilton, but as far as Mr Mains is aware she has not received an appointment as Medical Officer to the Home.

Statutory records are maintained and fire drill is held regularly.

*W. J. Rice.*

April 1972

26th.

*Dr Hamilton* } *to be done*

*C. 24/4/72*  
*W.D.*

*1/7/1972*

*AR 2/5*

*2/5/72*

*2/5/72*

*4/5*  
*4/5*  
*4/5*



WITNESS NAME: HEALTH AND SOCIAL CARE BOARD

DATE: 23 May 2016

The Inquiry into Historical Institutional Abuse 1922 to 1955

Fionnuala McAndrew

Rule 9 – KINCORA

Exhibit 33

✓ Town Clerk.  
City Treasurer.

KIN-1325  
WELFARE DEPARTMENT,  
16 COLLEGE STREET,  
BELFAST, I.

COPY OF LETTER RECEIVED ON 9th July, 1962.



From Ministry of Home Affairs.

Date 6th July, 1962.

Ref. No. T.121.

Dear Sir,

I write with reference to your letter of 26th June, 1962, and to convey approval to the Warden accompanying the Assistant Warden and the boys from Kincora Working Boys' Hostel on their holiday at the Northern Ireland Council of Y.M.C.A. Summer Camp in Newcastle.

Yours faithfully,

L. S. MACARTNEY. (Signed).

for Secretary.

The Welfare Officer,  
Belfast Co. Borough Welfare Authority,  
16, College Street,  
BELFAST. 1.

/GM.

*MP*

Mr. C.W. Scouler,  
District Social Services Officer.

Mr. E. Diffin,  
District Finance Officer.

9/E.1.  
CWS/MR.

8th June, 1977.

Copy: Miss L.M. McGrath, P.S.W.  
✓ Mr. S.G. Higham, A.P.S.W.

Holiday for Kincora Boys - 9th to 23rd July, 1977.

The District Executive Team has approved (by personal contact with District Executive Team members on the 1st June, 1977) the rental of one 8 berth caravan for the Kincora boys' holiday at Portrush from the 9th to 23rd July, 1977.

The cost is £110.00 and I should be grateful if you could forward two cheques to me, one for £20.00 deposit payable to Mr. F.J. Boyd and one for £90.00 payable to Mr. J. Mains, o/c at Kincora. Mr. Boyd's address is - 37 Hill Street, Ballymena, BT43 6BH.

  
DISTRICT SOCIAL SERVICES OFFICER

MEMORANDUM

From Mr. S.G. Higham, A.P.S.W.

To Mr. C.W. Scouler, D.S.S.O.

Ref. SGH/WOC

Ref.

5th April 1979

Holiday - Kincora Boys' Hostel

It is hoped to have a 2-week holiday for most this year in Kincora, probably around 12th July.

Most of the boys wish to go, but 4 of them are still at school, while one is unemployed, and another 2 have just started work.

One estimate of the cost is £53.00 per week to Butlins in Ayr, although I have suggested they try somewhere in Northern Ireland. I wonder would it be possible in principle to allow up to £50.00 per boy plus 2 staff costs and their travelling.

This would mean:	£350.00	-	for 7 boys
Approx.	<u>£100.00</u>	-	for 2 staff
Total	£450.00		

There are no travel costs estimates as yet.

*Stephen Higham*  
Assistant Principal Social Worker

Copy: Mr. Mains

*Approved*

*CW Scouler*

*9/4/79.*





WITNESS NAME: HEALTH AND SOCIAL CARE BOARD

DATE: 23 May 2016

The Inquiry into Historical Institutional Abuse 1922 to 1955

Fionnuala McAndrew

Rule 9 – KINCORA

Exhibit 34



NORTHERN IRELAND HEALTH AND SOCIAL SERVICES

## CENTRAL SERVICES AGENCY

25 Adelaide Street, Belfast BT2 8FH.

TEL NO. (0232) 324431

FAX NO. (0232) 232304

EASTERN HEALTH & SOCIAL SERVICES BOARD

DIRECTOR GENERAL SERVICES

FORWARD TO

BY

DATE

FILE

15 AUG 1989

COPY TO

FOR: ACTION/COMMENT/INFORMATION

Date: 14 August 1989

Your reference:

Our reference:

M74/1

The Director of Social Services  
EHSSB  
12/22 Linenhall Street  
Belfast

Dear Sir

v EHSSB

In respect of the above claim the following payments have been made:-

Settlement for damages  
T/P Costs  
Senior Counsel  
Junior Counsel  
Other

£  
- 10,000.00  
- 3,055.10 inc VAT 365.10  
- 621.00 inc VAT 81.00  
- 487.60 inc VAT 63.60  
- 70.00 - medical report  
30.00 - cancellation fee

These monies will be recharged to your Board in due course.

Yours faithfully

Claire CORR (MIS)

for Assistant Chief Administrative Officer (Finance)

WITNESS NAME: HEALTH AND SOCIAL CARE BOARD

DATE: 23 May 2016

The Inquiry into Historical Institutional Abuse 1922 to 1955

Fionnuala McAndrew

Rule 9 – KINCORA

Exhibit 35



NORTHERN IRELAND HEALTH AND SOCIAL SERVICES

## CENTRAL SERVICES AGENCY

25 Adelaide Street, Belfast BT2 8FH.

TEL NO. (0232) 324431

FAX NO. (0232) 232304

EASTERN HEALTH & SOCIAL SERVICES BOARD  
DIRECTOR GENERAL SERVICES  
KIN-1331  
FORWARD TO *Mr Moore*  
SEEN BY *PSS*  
FILE ☒  
26 SEP 1989  
COPY TO *Mr R. Pitt*  
*Administrative Dept.*  
FOR: ACTION / COMMENT / INFORMATION  
Date: *25/9/89*

Your reference:

Our reference:

M 74/2

*Mr R Bunting*  
*Assistant Director of Social Services*  
*EHSSB*  
*12/22 Linenhall St*  
*Belfast BT2 8BS*

Dear Sir

v EHSSB

In respect of the above claim the following payments have been made:-

Settlement for damages  
T/P Costs  
Senior Counsel  
Junior Counsel  
Other

*R*  
- 6,000.00  
- 2386.95 (inc 286.95)  
- 563.50 (inc 73.50 VAT)  
- 395.60 (inc 51.60 VAT)

These monies will be recharged to your Board in due course.

Yours faithfully

*Claire Corr (Mrs)*

for Assistant Chief Administrative Officer (Finance)



IN THE HIGH COURT OF JUSTICE IN NORTHERN IRELAND  
QUEEN'S BENCH DIVISIONBETWEEN:

plaintiff

AND

JOSEPH MAINS

AND

RAYMOND SEMPLE

AND

EASTERN HEALTH AND SOCIAL SERVICES BOARD

defendants

TAKE NOTICE that you are required within eight days from the date of service hereof to furnish to the undersigned solicitors for the plaintiff further and better particulars in writing of the following matters arising out of the Particular of Contributory Negligence in the Defence:-

1. Identify by name and/or description each and every person responsible for the management of the hostel whom it is alleged the plaintiff failed to warn and when doing so identify the:-

- (a) times
- (b) locations
- (c) occasions

when it is alleged the plaintiff failed to so warn those persons

2. Identify by name or description the names of those persons to whom it is alleged the plaintiff failed to report the first sexual advances or attack in time or at all and identify:

- (a) the occasion
- (b) the location
- (c) the times

when it is alleged the plaintiff had an opportunity to report the same or should have reported the same.

3. Identify precisely the means by which it is alleged the plaintiff failed to resist the alleged sexual advances specifying the precise nature of the alleged resistance in each case of sexual advance.

4. Of the allegation that the plaintiff encouraged and enticed those persons involved in the sexual advances specify

- (a) each and every act of encouragement of the plaintiff.  
The precise acts of encouragement alleged.
- (b) each and every act of enticement of the plaintiff.  
The plaintiff says in advance that the defendant must specify in detail the precise acts of enticement alleged.

5. Of the allegation that the plaintiff consented to the said sexual advances or acquiesced in the same, specify each and every fact relied upon by the defendant in alleging that the plaintiff consented or acquiesced and state:-

- (a) the location where he consented or acquiesced.
- (b) the precise means of the consent or acquiescence indicating whether the consent or acquiescence was passive or active.

6. Specify each and every precaution which it is alleged the plaintiff failed to take for his own safety.

7. Specify each and every means by which it is alleged the plaintiff:-

- (a) encouraged persons involved in the sexual advances
- (b) enticed persons involved in the sexual advances
- (c) consented to the said sexual advances
- (d) acquiesced in the said sexual advances.

AND FURTHER TAKE NOTICE that if you fail or neglect to furnish the particulars required within the time specified and application will be made to this honourable court to compel you to do so and use will be made of this Notice for the purpose of fixing you with the costs thereof.

dated this 20<sup>th</sup> day of March 1986

signed: Trevor Smyth & Co  
TREVOR SMYTH & CO  
16 Chichester Street  
Belfast  
Solicitors for the plaintiff

TO: Martin Sittlington  
Chief Legal Adviser  
Central Services Agency  
Adelaide Street  
Belfast. Solicitor for third named defendant

WITNESS NAME: HEALTH AND SOCIAL CARE BOARD

DATE: 23 May 2016

The Inquiry into Historical Institutional Abuse 1922 to 1955

Fionnuala McAndrew

Rule 9 – KINCORA

Exhibit 36

IN THE HIGH COURT OF JUSTICE IN NORTHERN IRELAND  
QUEEN'S BENCH DIVISION

---

BETWEEN:



plaintiff

AND

JOSEPH MAINS

AND

EASTERN HEALTH & SOCIAL SERVICES BOARD

defendants

---

TAKE NOTICE that you are required within eight days from the date of service hereof to furnish to the undersigned solicitors for the plaintiff further and better particulars in writing of the following matters arising out of the Defence:-

1. Identify by name and/or description each and every person responsible for the management of the hostel whom it is alleged the plaintiff failed to warn and when doing so identify the:-

- (a) times
- (b) locations
- (c) occasions

when it is alleged the plaintiff failed to so warn those persons.

2. Identify by name or description the names of those persons to whom it is alleged the plaintiff failed to report the first sexual advances or attack in time or at all and identify:

- (a) the occasion
- (b) the locations
- (c) the times

when it is alleged the plaintiff had an opportunity to report the same or should have reported the same.

3. Identify precisely the means by which it is alleged the plaintiff failed to resist the alleged sexual advances specifying the precise nature of the alleged resistance in each case of each sexual advance.



4. Of the allegation that the plaintiff encouraged and enticed those persons involved in the sexual advances specify:-

- (a) each and every action of encouragement of the plaintiff. The plaintiff says in advance that the defendant must specify in detail the precise acts of encouragement alleged.
- (b) each and every act of enticement of the plaintiff. The plaintiff says in advance that the defendant must specify in detail the precise acts of enticement alleged.

5. Of the allegation that the plaintiff consented to the said sexual advances or acquiesced in the same, specify each and every fact relied upon by the defendant in alleging that the plaintiff consented or acquiesced and state:-

- (a) the location where he consented or acquiesced.
- (b) the precise means of the consent or acquiescence indicating whether the consent or acquiescence was passive or active.

6. Specify each and every precaton which it is alleged the plaintiff failed to take for his own safety.

7. Specify each and every means by which it is alleged the plaintiff:-

- (a) encouraged prsons involved in the sexual advances
- (b) enticed persons involved in the sexual advances
- (c) consented to the said sexual advances
- (d) acquiesced in the said sexual advances

AND FURTHER TAKE NOTICE that if you fail or neglect to furnish the particulars required within the time specified an application will be made to this Honourable Court to compel you to do so and use will be made of this Notice for the purpose of fixing you with the costs thereof.

dated this 20<sup>th</sup> day of March 1986

signed:

TREVOR SMYTH & CO  
16 Chichester Street  
Belfast  
Solicitors for the Plaintiff

TO: Martin Sittlington  
Chief Legal Adviser  
Central Services Agency  
Adelaide Street  
Belfast  
Solicitor for third named defendant

WITNESS NAME: HEALTH AND SOCIAL CARE BOARD

DATE: 23 May 2016

The Inquiry into Historical Institutional Abuse 1922 to 1955

Fionnuala McAndrew

Rule 9 – KINCORA

Exhibit 37

**NORTHERN IRELAND CENTRAL SERVICES AGENCY  
FOR THE HEALTH AND SOCIAL SERVICES**

PLEASE ADDRESS REPLY TO:  
**G. D. H. BRANGAM**  
CHIEF LEGAL ADVISER

25 Adelaide Street,  
Belfast BT2 8FH.  
TEL No. (0232) 324431

YOUR REF.

OUR REF. M74/10

DATE 23 March 1988

R Bunting Esq  
Assistant Director of Social Services  
Eastern Health & Social Services Board  
12/22 Linenhall Street  
BELFAST  
BT2 8BS

Dear Mr Bunting

**EASTERN HEALTH & SOCIAL SERVICES BOARD**  
**DIRECTOR OF SOCIAL SERVICES**  
FORWARD TO ..... *Mr. Moore* .....  
SEEN BY ..... *PBS* .....  
HOLD ☐ **25 MAR 1988** FILE ☒  
COPY TO ..... *General Manager* .....  
FOR: ACTION/CONSISTENT INFORMATION

*P. 29/3*

-v-

EASTERN HEALTH & SOCIAL SERVICES BOARD

I am pleased to advise that the settlement of this Action was achieved in the sum of £5,000.00 plus costs. It has been agreed that the Plaintiff will not obtain Judgment against the Board but that the settlement will be endorsed upon Counsel's Briefs which hopefully will reduce the possibility of publicising the amount of the award and does not in any way prejudice any negotiations in any connected cases.

As you are aware the Northern Health & Social Services Board was co-Defendant and the General Manager, Mr Smyth, at the suggestion of Counsel and ourselves will agree to pay 50% of damages plus costs.

I am awaiting the return of papers from Counsel and Bill of Costs from Messrs Donnelly & Wall, Solicitors, and shall contact your office shortly.

Thank you for your instructions.

Yours sincerely

*Mr. Moore*  
for Chief Legal Adviser

NF/TP/Q



WITNESS NAME: HEALTH AND SOCIAL CARE BOARD

DATE: 23 May 2016

The Inquiry into Historical Institutional Abuse 1922 to 1955

Fionnuala McAndrew

Rule 9 – KINCORA

Exhibit 38

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Case COM0001/00014 CLINTON MASSEY V WILLIAM MCGRATH &amp; E.B.

Finance

Date	Amount	Payable To	Text	CostGroup
06/11/1991			Junior Counsel Fees	
06/11/1991	8,759.00	Clinton L. Massey	Damages	
06/11/1991			Third Party Costs	

Total Costs £12,060 30

WITNESS NAME: HEALTH AND SOCIAL CARE BOARD

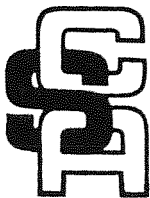
DATE: 23 May 2016

The Inquiry into Historical Institutional Abuse 1922 to 1955

Fionnuala McAndrew

Rule 9 – KINCORA

Exhibit 39

**CENTRAL SERVICES AGENCY**

25 Adelaide Street, Belfast BT2 8FH.

TEL NO. (0232) 324431

FAX NO. (0232) 232304

Your reference:

Our reference:

15 AUG 1989

Date: ☒

M 74/40

14 August 1989

FOR: ACTION/COMMENT/INFORMATION

The Director of Social Services

EHSSB

12/22 Linnenhall Street

Belfast

BT2 8BS

Dear Sir

Hugh Quinn

v

EHSSB

In respect of the above claim the following payments have been made:-

Settlement for damages  
T/P Costs  
Senior Counsel  
Junior Counsel  
Other

8

- 7,500.00
- 2,701.35 (unc 329.40 VAT)
- 504.85 (unc VAT 65.85)
- 388.70 (unc VAT 50.70)
- 70.00 - medical report
- 30.00 - Court cancellation fee

These monies will be recharged to your Board in due course.

Yours faithfully

Claire CORR (MRS)

for Assistant Chief Administrative Officer (Finance)



WITNESS NAME: HEALTH AND SOCIAL CARE BOARD

DATE: 23 May 2016

The Inquiry into Historical Institutional Abuse 1922 to 1955

Fionnuala McAndrew

Rule 9 – KINCORA

Exhibit 40

KIN-1345



DUNDONALD HOUSE  
UPPER NEWTOWNARDS ROAD  
BELFAST  
BT4 3SF

19 NOV 1982

17 November 1982

Mr E S Gilliland BSc(Econ)  
Director of Social Services  
Eastern Health and Social Services Board  
65 University Street  
BELFAST  
BT7 1HN

Dear *Ken,*

HOMES AND HOSTELS FOR CHILDREN AND YOUNG PEOPLE IN NORTHERN IRELAND

The Report on Homes and Hostels for Children and Young People in Northern Ireland, prepared by a team from the Department of Health and Social Security in London, which I mentioned at our last meeting, will be issued on 22 November 1982 to statutory and voluntary bodies involved in the field of child care in the Province. The Report will be accompanied by a circular which incorporates the Department's initial views on the various recommendations which it contains.

I am enclosing an advance copy of the Report and circular in confidence for your own information. The Minister has sent a copy to each Board Chairman, and a further copy is also being issued to each Chief Administrative Officer.

Yours sincerely

J A WILDE  
Chief Social Work Adviser

THE DEPARTMENT OF HEALTH AND SOCIAL SERVICES (NORTHERN IRELAND):  
HOMES AND HOSTELS FOR CHILDREN AND YOUNG PEOPLE

SECTION I - IMMEDIATE BACKGROUND

Parliamentary background

1. In a statement on Kincora Children's Home made by the Secretary of State for Northern Ireland in the House of Commons on 18 February 1982, Mr Prior said:-

"Meanwhile, as soon as evidence of malpractices came to light in 1980, steps were taken to improve the supervision and management of homes and hostels for children and young persons. This process is continuing vigorously, and my right hon. Friend the Secretary of State for Social Services is making further expert advice available to me."

2. Two other contributions made during the statement were relevant:-

MR LYONS

"The police part of the inquiry should be carried out immediately, but powers and composition of the inquiry into the way in which hostels and homes are run in Northern Ireland should be left until all trials and police investigation are concluded. We could then see the full picture of what has happened and what is required."

MR PRIOR

"What the hon. and learned Gentleman says is correct. In the meanwhile, ever since 1980, when the problems first arose at Kincora and at other homes, the necessary steps have been taken to supervise them much more carefully. That is another reason why the professional and administrative help that will be made available from the DHSS must be put in train immediately."

3. Because of the urgency expressed, the DHSS team consisting of Miss A M Sheridan, Deputy Director of the Social Work Service, Miss R D B Pease, Assistant Secretary, and Mr D E Gregory, Principal Social Work Service Officer, went to Belfast to hold discussions from 24-26 February with administrative and professional members of the Department of Health and Social Services (N.Ireland).

Discussion and terms of reference

4. This report, written as a result of the discussions, uses the term:-

"children" to cover children and young people;

"homes" to include hostels;

"The Department" to mean the Department of Health and Social Services (Northern Ireland);

"Boards" to mean the four Health and Social Services Boards.

"we" to mean the team from the Department of Health and Social Security (London)

5. The Department supplied us with background material on the legal, administrative and professional aspects of child care in the Province as well as statements and newspaper comments. We considered the place of the Department in the provision of child care services, its role in aiding and improving the standards of supervision of children's homes, and its role in inspecting these homes. The Department's roles and responsibilities are only part of the overall system of the child care services, but to have gone further ie to have examined how Departmental policies, standards and directions are carried out, and what policies and arrangements have been developed by Boards and voluntary organisations, would have:-

- a. involved going into considerable detail about current practice;
- b. taken more time than was immediately available;
- c. needed proper planning, explanation to, and discussion with the interested bodies in the field;
- d. needed fuller consideration of the proper composition of a team for the task and the methods to use;
- e. probably covered ground to be examined by the proposed inquiry referred to in the Secretary of State's statement of 18 February.

6. Our remit was discussed at an early stage with the Department. We felt that a report on the aspects referred to in the first part of paragraph 5 could, if its suggestions were accepted, lead to the Department's considering both what action could be taken immediately and also what further steps were necessary to ensure that children in residential care were protected as fully as possible against abuse or damaging treatment. The timing of such further action and the extent to which they covered the child care services overall and not just the residential services would need to be considered by the Department.

7. As a result we set ourselves the following terms of reference:-

"To consider the ways in which the Department carries out its role in relation to the supervision and management of homes and hostels for children and young people and to offer advice."

8. In the discussions during the following two days and at a subsequent meeting in London, many aspects were considered in detail, but in general we were concerned to look at:-

- i. the overall position and role of the Department in relation to children's homes;
- ii. in particular the extent and nature of the Department's responsibilities for inspection and supervision;
- iii. what additional steps the Department had been able to take since 1980 to improve or cause to be improved aspects in (ii);
- iv. what would be possible and necessary for the future, and in particular whether any clarification of roles was necessary or any additional help required.



9. During these discussions we felt that while providing advice and suggestions our main contribution was that of bringing in an outside view, based on our experience in another part of the United Kingdom. It must be acknowledged:-

i. that questions about the management and supervision of residential homes are of concern in many countries;

ii. that while the team was concerned primarily with problems in the residential field, residential care of children must be viewed in the context of child care services as a whole.

## SECTION II - GENERAL BACKGROUND

### Statutory Background

10. The Health and Personal Social Services Order 1972 laid a duty on the Ministry (later the Department) to provide or secure the provision of integrated health and personal social services. The Order as amended by the Departments (Transfer of Functions) Order (Northern Ireland) 1973 empowers the Department to direct the four Health and Social Services Boards to exercise on its behalf functions under the Children and Young Persons Act (Northern Ireland) 1968 and the Adoption Act (Northern Ireland) 1967, including functions in respect of the services with which we were concerned.

11. The Boards therefore act as agents of the Department for planning, managing and delivering the services for children in need. The Northern Ireland Office retain responsibility for young offenders.

12. The Department can make regulations and issue directions to the Boards as to how they should exercise their functions. It may require the Boards to satisfy it that they are adequately exercising all or any of their functions but it retains ultimate responsibility for the exercise of these functions.

13. The Boards account to the Department in a variety of ways through annual reports, annual reviews of strategic rolling plans, special reports, statistical returns, meetings between Ministers and Chairmen and between officials.

14. Each Board has a group of chief officers directly accountable to it, made up of a Chief Administrative Officer, a Chief Administrative Medical Officer, a Chief Administrative Nursing Officer and a Director of Social Services. Each of them has responsibility for their own service but they come together with the Chairman of the Area Medical Advisory Committee to form the Area Executive Team.

### Statutory Children's Homes

15. Within Boards, the management line for statutory children's homes runs from the Director of Social Services to the District Social Services Officer and through a Principal Residential and Day Care Officer to the manager of each home. The Assistant Director (Child Care) is not in line management in the Board's structure.

### Voluntary Homes

16. Until 1973 the Ministry of Home Affairs conducted the registration and supervision of children's homes and hostels run by voluntary organisations. In January 1974 the responsibility was transferred to the Department. The Ministry of Home Affairs became part of the Northern Ireland Office and retained responsibility for the five training schools in the province.

### Numbers of Homes and Children in Care

17. In 1981 there were 36 statutory homes with 547 places and 26 voluntary homes with 640 places. Most voluntary homes, including those run on family group lines are run by religious orders, mainly Roman Catholic. A few are run by major voluntary organisations such as Barnardo's. In 1976 the voluntary sector provided 61 per cent of all residential places, but by 1979 the proportion

had fallen to 55 per cent and is now even less. In general occupancy rates in the statutory homes are not so great that the Boards are under pressure to use the voluntary sector. The Boards are, however, the major users of voluntary homes, although small numbers of children are still placed there privately.

18. Over the last 10 years the numbers and the proportion of children in care have increased, although the numbers in residential care have remained constant at about 700. This is largely because many more children in care now remain at home under the charge of parent, guardian, relative or friend. Children in residential care represent about 36 per cent of all children in care.

19. The numbers and proportion of children in care vary considerably between the Boards, but are much higher in the Eastern Board. The key appears to be the degree of urbanisation; the Eastern Board includes Belfast and several other major towns. The biggest increase, between 1975-9, was however in the Southern Board which includes Craigavon, where the number of children in care increased by 42 per cent. Of the total in care in 1979, 48.0 per cent were in the care of the Eastern Board, 20.3 per cent in Northern, 14.6 in Southern and 17.1 per cent in Western.

20. These figures do not cover the children committed to training schools by the juvenile courts under the Children and Young Persons' Act (NI) 1968 and the Education & Libraries (NI) Order 1972.

#### Trends in Child Care Staffing

21. Because of the statutory position of the Boards, the quality of management and supervision by their child care staff and their expertise will be crucial both in determining the standard of services available in their own statutory homes and in ensuring adequate supervision of their children in voluntary homes. Any conclusion about the adequacy of these aspects requires detailed examination of the services at local level which we did not feel it right to pursue. Inevitably no matter how good such services may be, such an examination would identify points where matters could be improved.

22. Even without such examination the history of the child care services in the Province suggests that the present services, where a high level of trained staff among field workers has obtained in recent years, may still be having to compensate for a long period from the late 1950s to the early 1970s when numbers of staff with training and long experience in child care were low. Reasons for this may include:-

a. legislation empowered the local authorities in the Province to set up, not full statutory children's committees, but only sub-committees of their welfare committees. From this may have stemmed a low emphasis on sending staff for training in social work or on recruiting trained social workers for the children's service;

b. social work training for staff in local authorities did not get under way until after the Younghusband Report in 1959; and until the late 1960s most of the trained social work staff in the Province were medical or psychiatric social workers in hospitals;

c. consequently, when the Boards were set up in 1973, although well placed in many ways to provide an integrated service, they had available only a limited number of trained child care officers (the reverse of the situation in some other parts of the UK). In common with the rest of the UK, only a tiny proportion of residential child care staff were trained. In this situation the new Boards were handicapped for some years in developing their child care services;

d. because of the factors at (b) and (c), staff from Northern Ireland coming into child care during the 1960s and early 1970s would have had only limited reinforcement from their seniors and colleagues of the learning received during their training courses. Only in the last few years have more senior staff with longer experience become available. The position may have been aggravated by the fact that from 1970 onwards the civil disturbances did not encourage movement of staff from other parts of the United Kingdom where some local authorities have a reasonably long tradition of trained child care staff;

e. when the Department's Social Work Advisory Group (SWAG) was set up in 1971 it was not able for some years, we understand, to recruit staff with up-to-date knowledge, experience and qualifications in child care, and so reflected in its organisation the difficulties referred to above. The position was remedied when possible; and recently the staff have been strengthened by the appointment of advisers, qualified and experienced in all aspects of child care;

f. the division of the "delinquency" and "children in need" aspects of child care in Northern Ireland may not have encouraged the development of an integrated approach to child care theory, policies or services.



## SECTION III - GENERAL CONSIDERATIONS

23. Since the allegations in 1980 and subsequent years about assaults on children in residential care, the Department has intensified the inspection of homes by SWAG which seems a necessary response, at least, as a short term measure. The current programme of detailed inspections is gradually providing the Department with a comprehensive fund of information which will provide a good basis for future monitoring and development of child care services. At the same time the Department is seeking to ensure that management and supervision of the homes by the Boards is of as high a standard as possible. The good work already started by the Department should be continued and extended with an eye to the future development of the children's services and strengthening the management and monitoring role of the Boards.

24. Some of this work will necessitate detailed examination of present procedures and practices in the Boards. Some may be possible without this. It is however for the Department to judge which aspects must be left in abeyance until other enquiries are complete. We discuss in the following paragraphs aspects which seem to us important.

Clarification of the roles of the Department and the Boards in respect of statutory homes

25. As shown in paragraphs 10-13 the provision and management of statutory children's homes are part of the responsibilities delegated to Boards but the Department can issue directions and make regulations, and it has the right of inspection and can cause the Boards to satisfy it that they are exercising their functions adequately. Further clarification of the respective roles of the Boards and the Department is required. We felt both parties needed to be clear about who is doing what, and especially what the Boards should do in the future to manage, supervise and monitor the homes, bearing in mind the frequency and type of Departmental inspection that would be appropriate.

26. Complete clarification is the counsel of perfection, but the precise relationship of the Boards to the Department and, in particular, the extent of their accountability to the Department for the children's services seemed central to our discussion. The problem may not be completely soluble and may change with time but the present uncertainty seems to have produced the following results:-

- a. it makes it more difficult to think clearly about the detail of what the Boards could do and what it is reasonable to expect them to do;
- b. it affects basically the nature and methods of inspection by either the Department or the Boards;
- c. it makes more difficult the development of the Boards' managerial role. The four Boards cover a population of 1½ million with 36 statutory children's homes. A high proportion of their field work staff are now trained and the staffing figures give no indication that the Boards on the whole do not have adequate resources. Both Boards and the Department could, we think, aim at consistent standards by the Boards in managing, supervising and monitoring residential care for children (and other groups), provided the Department first makes more explicit exactly what it expects from the Boards, in the light of its own view of its role in the future and of the statutory position.

27. It may well be that the Boards wish to clarify what they expect from the Department and how they see their role in this field. Such matters need to be aired with the Boards. We give a high priority to these discussions, which should include both members and officials.

Clarification of the role of, and inspection of, voluntary homes

28. The Department is both the registering and inspecting authority for voluntary homes and therefore has a direct relationship with their managing bodies. This means that the Department needs to ensure that the standard of the homes is satisfactory and since 1980 SWAG has embarked, as with the statutory homes, on a programme of more detailed inspections. In general the findings to date have been that physically the standards of the home are good. The best voluntary homes have high standards of child care and provide a good service that compares favourably with that provided in some statutory homes. Others have standards of child care which are considered less satisfactory.

29. The Department and the management committees of the homes need to think further about their respective roles. This could follow, to a certain extent, similar lines to the clarification of the roles of the Department and the Boards. As an important corollary, however, it is essential to ensure that the Boards fully accept and carry out effectively their responsibilities for ensuring the satisfactory placement and supervision of individual children whom they place in these homes and whom they have a statutory duty to visit regularly. Some review of current practice could be considered.

30. The Department should consider the degree of priority it wants to give to its contacts with voluntary homes without undermining the Boards' responsibilities for individual children. Further discussion with DHSS (London) and an exchange of papers might be useful.

31. Some consideration might be given to making the homes more accountable to the Department, perhaps by reporting in some way through the Boards, who are the major users, to the Department. This method is however probably unacceptable for the present. Perhaps some form of regular review jointly between the Boards, the voluntary organisations and the Department might be a solution.

32. The Department has considered transferring the registration of voluntary homes to the Boards. In view of the recent problems in residential care in statutory homes the present seems an inopportune time to take this further but it should be considered again at a later stage. Logically there is little advantage in the Boards as users of the homes not having the responsibility for satisfying themselves that adequate standards are maintained, or the organisations providing the homes not having to account for their standards to those who use the facilities.

Supervision and monitoring by Boards of statutory homes

33. To the extent that:

- there may be cause to think that standards of supervision and management can be raised;
- the Department wishes to develop the role of the Boards in this field; and
- the Department remains ultimately responsible for implementation of the powers it has delegated to the Boards.

Some action could be taken quickly.

34. The discussions between the Department and members and chief officers of Boards would need to include consideration of how the Boards' role might be strengthened and developed on all of the aspects referred to in paragraph 25.

35. In particular some attention might be given to more detailed definition of the post of Assistant Director (Child Care). There are four such Assistant Directors and as noted in paragraph 15 they are not in direct line management, being concerned with planning, advising on policy and monitoring the services. These posts may have a considerable future potential in the children's services. The Department and SWAG should take the initiative in exploring this with the Boards and the officers concerned.

36. In this connection some joint inspections of statutory homes might be undertaken (possibly to be extended to field services) by SWAG with Assistant Directors. This would help develop joint thinking and understanding between the officials of the Boards and the Department; would demonstrate unanimity to the staff of homes; would be useful for training; and on a purely practical level would expedite any action needed as a result of inspection. It would obviously not be suitable for the Department to develop this to the extent to which SWAG never inspected alone, for it is important to retain and use this right. A careful start would probably lead to Boards and the Department identifying occasions and places where joint activity would be advantageous to both.

37. The Department might also require, at least for the foreseeable future, greater reporting from the Boards on their current monitoring and management of homes, including plans for future developments. This could be done by:-

- i. District Social Service Officers sending reports on their homes through the Boards to the Department at intervals, perhaps for a 5 year trial period, to restore public confidence after the present troubles (see para 45);
- ii. some form of regular joint review by the Department and Boards;
- iii. developing SWAG's present system for following up their reports into arrangements for monitoring the Boards' own inspections (see para 39).

Inspections by Social Work Advisory Group

38. Up to 1980 SWAG visited all children's homes at varying intervals but on a selective basis and with short reports. Generally the reports covered aspects of the Children's Homes Regulations; and copies were not sent to the Boards or to the management committees of the voluntary homes. Since October 1980 these arrangements have been largely replaced by more formal and detailed inspections, with a follow-up taking place several months later to see if recommendations are carried out and developments taking place. The reports on the statutory homes are sent to the Boards, and on the voluntary homes to the management committees.

39. The development by the Boards, and we hope, by the voluntary organisations, of their own systems of inspection and supervision of homes should, in time, release SWAG, while continuing their inspections to give more time to monitoring management and supervision by the Boards and the voluntary organisations.

40. Inspecting children's homes should however be put in the context of the rest of the work of both the Social Work Advisory Group and the Department's child care services. Visiting residential accommodation should not detract from developments in other fields.

41. Thus for the future one might envisage less intensive but more frequent visiting by SWAG, though the current intensive programme is probably necessary for some time yet. It should be maintained along with and not in place of, brief, less formal, and occasionally, unannounced visits. In connection with this programme, which is making a heavy demand on staff resources, the Department might consider bringing in some additional assistance in the form of one or two short term appointments of people experienced in child care work and inspections in other parts of the United Kingdom.

42. The new form of useful but necessarily long reports resulting from detailed inspections over several days are at present essential, but they appeared to us to be time consuming in relation to staff resources and to other priorities. SWAG, in reviewing this aspect, should perhaps also check whether the information in the reports is reaching those in the organisations who should have access to it, particularly Board members. The change of arrangements in 1980 may mean that neither Boards nor voluntary organisations have had consistent and effective arrangements for this.

43. We were told that there have been problems about recording confidential information. Confidential information may or may not have been suitably passed to the Boards in discussion but it has not been recorded in some cases and therefore has not been available for later inspections. Handling such information is not easy and SWAG are fully conscious of the problem. They agree that as a minimum it must be recorded in Departmental records, to be passed on and looked into as appropriate.

44. In visiting residential accommodation the rights of entry and inspection for SWAG are clear and precise. These rights are not so clear for similar inspections in the field services. Paragraph 5 of No 1 Direction 1972 empowering the Department to require a Board to satisfy it about the exercise of its functions would appear to cover such inspectorial activities. In the context of our report this point is important only in relation to methods of inspection and the relationship of field services to residential care. It would however be useful to consider whether the position should be made more explicit.

Inspections and reports by Boards

45. Reports from the Boards to the Department as suggested in paragraph 37 would be a useful means of monitoring developments and helping Boards fulfil their own monitoring responsibilities for statutory homes. Reports should be full and, where necessary, contain confidential information under separate cover. If this method is not adopted then the question of how the Department should be informed of any serious matters of concern about children or staff should be discussed and settled. Reports that are suitable to be made more widely available should be used to the fullest extent possible for training, monitoring and development.

Cooperation between Boards and the voluntary sector

46. Consideration should be given to ways in which voluntary homes might be brought into closer contact with each other. It is clear that cooperation between the homes has not been great, and there was no overall coordinating body in evidence.

47. The Department told us that it considered cooperation between Boards and voluntary organisations to be weak at present. There was said to be some tension between homes and the Boards because of the Boards' reduced use of voluntary accommodation.

48. We agree that ways should be sought of promoting greater cooperation, for example in the fields of joint planning of services, sharing skills and experiences and in training opportunities. The need for joint planning is something that requires discussion between the Department, the Boards and the different voluntary organisations so as to identify acceptable and practicable methods.

49. With so many residential places in voluntary homes, joint consideration is needed to ensure their best use and how the sum total can be deployed to meet a variety of need. It seems probable, for example, that the voluntary homes could move further towards providing services for specialised or difficult groups in a way that would promote the interest and cooperation of the Boards.

50. We did not feel able to suggest the mechanisms by which this joint consideration could take place but we noted that in taking forward the recommendations in the Black Report\*, the Department is alive to the need for close co-operation between the statutory and voluntary sector. Only in this way will a more coherent and flexible use of resources by Boards and voluntary organisations be achieved. We endorse the comment in the Black Report on the role of voluntary organisations in providing residential child care facilities "... that any administrative arrangements designed to improve co-ordination should fully recognise and accommodate the views of these bodies with a view to cementing a more effective partnership with statutory interests." (Para 4.40).

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\*Report of the Children and Young Persons Review Group - December 1979



Workshops and seminars

51. Inspection and improved management depend in part for their effectiveness on the existence of clear policies and plans for the provision of statutory and voluntary child care services, of clear responsibilities for achieving these, and on the development of accepted methods by managers and practitioners of discharging these responsibilities. In the absence of such knowledge, understanding, and standards, individual managers and practitioners may, and often do, pursue different, sometimes conflicting, policies and aims; and may lack common purpose.

52. With this in mind we think that, while accepting the need for the present programme of inspections to be completed, priority should be given by the Department to bringing together officials and members of Boards, the Department, and voluntary organisations to talk about the residential child care services in their areas. Both Board members and professionals with responsibility for child care should review the nature of their responsibilities and the means of discharging them in the context of current social values.

53. We recommend that workshops and seminars should be arranged for these purposes. They would need, in the early stages, to be based on practical problems of supervision and managing children's homes to which all can relate. The inclusion of members is essential to strengthen their involvement in the understanding of, and commitment to, the development of policies.

54. Additionally, jointly planned and jointly run exercises should take place for some members and staff at all levels from statutory and voluntary organisations to explore issues such as the differences in attitudes where they exist and the relationships between:-

- a. statutory and voluntary organisations:
- b. residential and field work:
- c. managers and practitioners;
- d. members and officials.

55. We know that seminars have been organised on a number of these points, but we suggest an increase in priority and resources to this area of work in the belief that it will speed and develop the understanding of agencies and staff to the ideas, attitudes and feelings of others. This should aid the planning and development of services, raise the level of understanding and promote a network of communication and co-operation which should not only improve services and end the isolation of separate homes, but make it harder for malpractice to remain undetected for long periods.

Handling complaints

56. Although it will not be easy to devise, a complaints system for children and their parents is necessary. Skilled child care staff and good relationships between field and residential workers and between the homes and the parents can do much to free a child and his parents to express possible discontent, but even in the best of homes they cannot be a substitute for a more formal system. Directors of Social Services need to make clear to all residential and field staff what procedures are to be followed and what action is to be taken when staff receive complaints.

57. At present Boards' members are required to visit statutory homes once a quarter and the Boards' social work staff once a month, but the visits by Board members do not imply they have any role to play in contact with children and it is not clear how far the social workers' visits afford opportunities for the children to talk freely.

58. Aspects that might be included in a complaints procedure or "package" for statutory homes would be:-

- i. social workers and other staff of Board visiting the homes should make a point of creating opportunities to speak to children in the homes in circumstances that give them chances to air views and complaints without fear, however unjustified, of reprisals eg transfer to other establishments;
- ii. Board members should involve themselves in knowing the children although care must be taken not to cause confusion about their role;
- iii. all complaints should be recorded and go to a known point for collation and reference up if necessary;
- iv. some sort of independent check or arbiter might be advisable,
- v. the various complaints systems tried out in other parts of the UK for use by children in residential care and their parents should be further examined to see what might be suitable. The Black Report with its emphasis on the need to consult children might stimulate these and other "Children's Rights" developments.

59. Similar arrangements should be made for voluntary homes.

#### Recruitment of Staff

60. The recruitment of suitable staff to work in children's homes is important and yet often fraught with problems and the Boards will doubtless be examining their practices. In the present circumstances the Department might have to consider the advisability and possibility of obtaining information on a regular basis about individuals convicted of sexual assaults on children.

#### Overall review of services

61. Finally, at the earliest stage possible, which may not be before the forthcoming enquiry has been held, the Department with some outside reinforcement if necessary, should examine the overall policy and practice of child care in each area. This might take place in the context of implementing the Black Report which we realise went over much of this ground for the Province as a whole in the late 1970s; but irrespective of that Report, we feel such an examination will enable the Department and the Boards in each area to:-

- a. correct the understandable but unsuitable concentration on residential aspects of child care brought about by concern over assaults on children in homes; the nature and quality of residential and field services are interdependent;
- b. enable some of our suggestions to be properly tested against practice;
- c. allow room for other suggestions to be discussed with a view to strengthening the field and residential child care services.

#### SECTION IV - CONCLUSIONS AND SUMMARY OF POINTS FOR FURTHER CONSIDERATION BY DHSS(NI)

62. Basically this report is concerned with the role of the Department in aiding and improving the standards of management, supervision and inspection of children's homes. Our discussions suggested various points for further consideration by the Department, which are summarised below. Briefly, if these points are taken forward, they will involve maintaining for the present the arrangements for more detailed and formal inspection of statutory and voluntary homes set in train by SWAG in 1980. At the same time further steps could be taken to ensure that the capabilities of the Boards for management and supervision are as fully developed as possible, that the nature of their responsibilities for these tasks are clearly defined, and that accountability of both the statutory and voluntary residential homes is fully effective.

63. The report indicates the assumption made in discussion that the quality of training and the expertise of the staff responsible for the management, monitoring and inspecting of the child care services are crucial elements in the standards of service available in both residential and fieldwork practice. If our other suggestions are carried forward, then as soon as circumstances permit, the Department should review with the Boards the overall policy and practice within the child care services of each Board area.

64. To summarise the result of our discussions, we think the Department ought, and will wish, to give further consideration to:-

i. starting as soon as possible discussions with Boards' members and officials about:-

a. clarifying the respective roles of the Department and the Boards in managing, supervising and inspecting statutory homes (paragraphs 25-27);

b. clarifying the respective roles of the Department and the Boards in relation to voluntary homes, especially ensuring that Boards exercise satisfactory supervision of the care of the children they place in voluntary homes (paragraphs 29 and 30);

c. developing more fully the role of the Boards in supervising, monitoring and raising standards in children's homes (paragraph 34);

d. developing the role of the Assistant Director (Child Care) and ensuring that it is satisfactorily defined especially in relation to the line management officers (paragraph 35);

e. introducing joint inspections of some statutory homes by SWAG and Assistant Directors (paragraph 36);

f. introducing regular reports from District Social Service Officers through Boards to the Department on individual children's homes, perhaps for a trial period; to be combined with some form of regular joint review (paragraphs 37 and 45);

- ii. opening similar discussions with voluntary organisations to clarify the respective roles of the Department, the voluntary organisations and the Boards, including the possibility of some joint reporting perhaps in the form of regular joint reviews (paragraphs 29, 30 31 and 47);
- iii. while continuing SWAG's present system of detailed inspections, reviewing their cost effectiveness in relation to their impact on Boards, particularly Board members and the management committees of voluntary homes (paragraphs 41 and 42);
- iv. maintaining also the current arrangements for short, informal, and sometimes unannounced visits (paragraph 41);
- v. bringing in outside assistance in the form of short term appointments of staff from elsewhere in the United Kingdom (paragraph 41);
- vi. developing more effective monitoring by Boards and voluntary organisations, so that in the long term the Department's role assumes a greater element of "monitoring the monitors", (paragraph 39);
- vii. making suitable arrangements for recording and passing on confidential information in reports (paragraph 43);
- viii. clarifying the Department's right of inspection of child care field services (paragraph 44);
- ix. building up effective cooperation between voluntary homes and between them and the Boards in providing child care services (paragraphs 46, 48, 49, 50);
- x. initiating and developing seminars, workshops etc for members and staff at different levels in the Department, the Boards, the voluntary organisations and other agencies so as to promote: the sharing of skills, experience and knowledge; the exchange of ideas and suggestions for future developments; and the growth of the understanding and cooperation necessary in the services for children in need (paragraphs 51 to 55);
- xi. introducing adequate arrangements for looking at complaints made by children and their parents about treatment in children's homes (paragraphs 56 to 59);
- xii. considering the advisability and possibility of strengthening the procedures for recruiting residential staff by the additional safeguard of obtaining information on a regular basis about individuals convicted of sexual assaults on children (paragraph 60);
- xiii. if these other suggestions are adopted, initiating as soon as possible an examination of the overall child care services in each area (paragraph 61);

Conclusion

65. The suggestions made in this report will, we hope, enable our colleagues in the Department of Health and Social Services (Northern Ireland) to take further the work already being carried out in the children's services; and help all concerned both to continue improvements in the overall management of children's homes and to set the residential services in the wider context of the child care services as a whole and the services provided by Boards for other groups of people in need.

June 1982

signatures of DHSS (London) to

*A. M. Sheridan*

*Don Sease*

*Alfred*

Department of Health  
and Social Security  
Alexander Fleming House  
Elephant and Castle  
LONDON SE1



LH9



## DEPARTMENT OF HEALTH AND SOCIAL SERVICES

Dundonald House Upper Newtownards Road Belfast BT4 3SF

Telex 74578

Telephone 0232 (Belfast) 650111 ext

The Chief Administrative Officer of  
each Health and Social Services Board  
and the Central Services Agency, and  
Director of Staffs Council;

Please reply to The Secretary  
Your reference

The Chairman of each Voluntary Children's Home;  
The Secretary of each Voluntary Child Care  
Organisation

Our reference A1331/82

Date November 1982

Dear Sir

HOMES AND HOSTELS FOR CHILDREN AND YOUNG PEOPLE IN NORTHERN IRELAND

## INTRODUCTION

1. In his statement to the House of Commons on 18 February 1982 concerning Kincora Children's Home, the Secretary of State said:

"As soon as evidence of malpractices came to light in 1980, steps were taken to improve the supervision and management of homes and hostels for children and young persons. This process is continuing vigorously, and my Right Honourable Friend the Secretary of State for Social Services is making further expert advice available to me".

2. A team from the Department of Health and Social Security in London, comprising Miss A M Sheridan, Deputy Director of the Social Work Service, Miss R D B Pease, Assistant Secretary, and Mr D E Gregory, Principal Social Work Service Officer, subsequently visited Northern Ireland. The team's Terms of Reference were:

"To consider the ways in which the Department (of Health and Social Services) carries out its role in relation to the supervision and management of homes and hostels for children and young people and to offer advice".

3. The team held discussions with administrative and professional staff of this Department and, on the basis of these discussions, the background material provided by the Department, and the team's own operational and management experience, considered the roles and responsibilities of the Department, Health and Social Services Boards and voluntary bodies in the management and supervision of residential child care services and the manner in which they were discharged.
4. A copy of the team's Report, which has been welcomed by the Secretary of State and by Mr Patten as the responsible Minister, is enclosed. The team's recommendations are summarised in paragraph 64 of their Report.
5. This Circular deals with each recommendation in turn and outlines the action to be taken on it.

Hostel  
for boys  
6 weeks  
ago

## RECOMMENDATIONS OF THE REPORT

- 6.1 The Department should hold discussions with Board members and officials to clarify and develop roles in the management, supervision and monitoring of children's homes (para 64(i)).

The Department endorses this recommendation and considers it essential to make an early start in consulting Boards on the issues raised in the Report. The Department will shortly contact Boards to arrange meetings for this purpose. In preparation for these meetings the Department now asks Boards to submit their initial comments on the Report by 17 January 1983.

- 6.2 Similar discussions should be opened with voluntary organisations (para 64(ii)).

Voluntary bodies receiving the Report are similarly asked to send their comments to the Department by 17 January 1983. Meetings will then be arranged as required.

- 6.3 It is hoped that the process of clarifying the roles and functions of the various bodies concerned with the residential care of children will contribute to the establishment of more effective working relationships and of improved co-operation between those concerned. Each has a part to play in promoting and developing the highest standards in all aspects of child care including, in particular, residential provision.

- 6.4 The system of detailed inspections carried out by the Department's Social Work Advisory Group (SWAG) should continue but its effectiveness should be reviewed (para 64(iii)).

There are 59 statutory and voluntary children's homes, approximately half of which have been visited in the course of the current programme of detailed inspections. While this programme is making heavy demands on the limited resources of SWAG, the Department is firmly of the opinion that it is essential to implement the entire programme as speedily as possible in order to provide a base of information for future monitoring. The Department hopes to complete all remaining visits by the end of 1983. It will then be possible to establish criteria for the development of a more selective programme of inspections which, in the case of statutory homes, might involve the Department and the Boards on a joint basis. In the light of this longer term objective and of the responsibilities of Boards for monitoring the provision of care in their homes it would be advantageous if the Assistant Director (Child Care) in each Board were to participate in the remainder of the current programme of visits of inspection of statutory homes in the Board's area. The Department will explore this possibility with Boards. The distribution of the inspection reports to members of Boards and of voluntary management committees is one of the issues which will be included in the discussions referred to in paragraphs 6.1 and 6.2.

- 6.5 The current arrangements for short, informal and sometimes unannounced visits should be maintained (para 64(iv)).

The arrangements formerly made for short visits to homes at varying intervals were curtailed in 1980 when the new programme of intensive and detailed inspections and follow-up visits began. However, the earlier practice will now be resumed concurrently with the programme of more detailed inspections.

- 6.6 Outside assistance should be obtained in the form of short-term appointments of staff from elsewhere in the United Kingdom (para 64(v)).

The Department is exploring the possibility of making short-term appointments of staff with experience of residential care in other parts of the United Kingdom to supplement SWAG's resources. The need for such staff will be determined in the light of a current assessment by the Department of Finance & Personnel of the present and prospective SWAG workload.

- 6.7 More effective monitoring must be developed (para 64(vi)).

There is no doubt of the importance of an effective monitoring system, and the Department accepts the need for clarity in the roles of the various bodies involved in monitoring. Consideration of ways in which monitoring could be made more effective will be an element in the discussions to be held with Boards and voluntary organisations as set out in paragraphs 6.1 and 6.2 above.

- 6.8 Suitable arrangements should be made for recording and passing on confidential information (para 64(vii)).

The purpose of the inspections of homes and hostels is to examine the organisational structure of the home, the physical environment, the material provision offered and the adequacy of the management and support services, together with all aspects of the residential social work task including admission criteria and the planning arrangements for the return of children to their own homes or to other facilities in the community. Inspections do not extend to the performance of individual members of staff. This is a matter which falls within the normal personnel responsibilities of Health and Social Services Boards or management committees of voluntary homes.

- 6.9 This particular recommendation of the Report, therefore, is concerned with the well known but difficult problem common to many types of inspection as to how much information should be recorded concerning the impressions formed by the inspectors about staff personalities, their attitudes to the children and their standards of individual practice. While these impressions derive from direct observations, it would not be appropriate to include comment based on them in the inspection reports. However, it is considered that genuinely felt disquiet on the part of an inspector must be noted in Departmental records and must also be passed to the relevant Board or voluntary body for further investigation as necessary. The manner in which this information should be relayed and the responsibility of management thereafter will be the subject of discussion.

- 6.10 The Department's rights of inspection of child care field services should be clarified (para 64(viii)).

The Department is satisfied that its right of inspection under statute embraces both residential and field work services. A programme of comprehensive inspections of fieldwork services, in addition to the inspections of residential services, would be a formidable undertaking outside the capacity of SWAG as presently staffed. However, as the current intensive inspection of residential facilities tapers off, the feasibility of inspection of fieldwork services will be considered in conjunction with Boards.

- 6.11 Effective co-operation must be built up between voluntary homes and between them and the Boards in providing child care services (para 64(ix)).

The ways in which co-operation might be improved will be considered in discussion with the voluntary bodies and the Boards. In some Districts members of the social services staff have already been designated to work with local voluntary bodies. Insofar as disquiet about relationships between Boards and voluntary homes exists, it is clearly important to address this and to resolve any difficulty which might impair services for children in care. A forthcoming consultative paper on relationships between the voluntary and statutory sectors will also serve to focus debate on the ways in which those relationships might be strengthened.

- 6.12 A programme of seminars and workshops should be developed (para 64(x)).

The existing short-course programme organised by the Department covers some of the matters which the Report identifies as requiring discussion in seminars and workshops. In the past few years the programme has included a number of courses on topics relevant to child care - for example, the recent seminar for officers in charge and members of management committees of voluntary children's homes. In addition Boards and some voluntary organisations have developed their own programme of courses and seminars. The Department has also promoted a number of seminars to increase awareness amongst practitioners and managers of research findings about child care practice. To date, however, these have been mainly for professional staff and little has been done for Board members.

- 6.13 The Department accepts that more should be done in this area. It acknowledges the need to ensure that arrangements are made to give members of Boards and of management committees adequate opportunities to discuss the nature of their role and responsibilities with regard to child care services and particularly with regard to the care of children in residential homes. The differing roles and responsibilities of fieldwork and residential care staff and the manner in which they can best co-operate in improving standards of care are also matters which require continuing exploration. The Department plans to discuss with representatives of Boards and voluntary bodies how these issues can best be tackled and to consider what contribution can be made to the process by organising a series of seminars or workshops.

- 6.14 Considerable numbers of residential child care staff have not yet received any formal training, and an extensive programme of training is urgently needed for this purpose. Boards have already recognised this deficiency; but, while they may have made a significant investment in CSS training, most holders of this certificate are working with client groups outside the residential child care field. The Department would like to see more being done for staff in residential child care through this particular training scheme as well as through other types of training which are available. For example, a greater emphasis on the development of in-service training would be of undoubted benefit.

- 6.15 There is also continuing concern about the nature and content of social work training. The recently published Barclay Report concluded that the issue of training for residential staff throughout the United Kingdom should be comprehensively and urgently reviewed. The Department will be a party to any discussions on the implementation of the Barclay recommendations.

6.16 Adequate arrangements should be introduced for looking at complaints (para 64(xi)).

There are already well established procedures in each Board for considering formal complaints from anyone dissatisfied with the service provided by a Board. However, children in residential care clearly deserve special consideration by reason of their age and circumstances. The Department is therefore examining possible options for the operation of a complaints procedure specifically related to the needs of children in residential care and their parents, and a consultative paper will be issued. The paper will take account of the procedures currently operated by Boards and by local authorities in Great Britain.

6.17 The procedures for recruiting residential staff require strengthening (para 64(xii)).

Boards are already considering how their recruitment practices might be improved and the Department is examining ways of enabling Boards and voluntary agencies to satisfy themselves about the suitability of applicants for posts in residential care. The scope and applicability of the register in England and Wales, which records the names of those members of social services staff who have been convicted of offences against children and young people and to which Local Authorities refer when recruiting staff, is being explored. This issue too will be discussed in the course of consultation with Boards and voluntary bodies on the Report.

6.18 The Department should examine the overall child care services in each Area (para 64(xiii)).

This recommendation advocates that the Department should examine the overall policy and practice of child care services in each Area. Responsibility for the policy and practice of child care services, in common with the services for other client groups, rests with the Boards, working within the Department's statements of regional policy and planning objectives, with the Department carrying out a monitoring role. Boards have recently been examining their child care services in detail in the light of the recommendations of the Report of the Review Group on Legislation and Services for Children and Young Persons (the Black Report). This has involved an assessment of the present services including those offered by the voluntary sector, and of the arrangements required to give effect to the strategy recommended in the Black Report. Boards' findings and proposals on child care services are presently being discussed with the Department.

# CONCLUSION

7. The Report of the DHSS(L) team contains helpful advice on a range of issues relating to the operation of homes and hostels for children and young people. The purpose of the advice is to improve the standards of management, supervision and monitoring of these services. The Department is confident that Boards and voluntary organisations will welcome the opportunity which the Report affords to strengthen and improve present practice, and believes that the co-operation and commitment which the Report considers essential will be readily forthcoming. The common objective is to achieve a general and progressive raising of standards which will not only safeguard children against abuse or damaging experiences but will, in addition, provide a solid foundation for the future development of residential care within the overall framework of child care services.



8. Accordingly, Boards and voluntary organisations should now submit their preliminary comments on the Report to the Department (Child Care Branch, Dundonald House) by 17 January 1983. In the light of their comments, and of the points made in this circular, the Department will then embark on detailed discussions with Boards and voluntary organisations on the implementation of the Report's recommendations.

Yours faithfully

*N. Dugdale*

N DUGDALE

Homes and Hostels for Children and Young People in Northern Ireland

The Chairman recalled that the receipt of the Report of the Department of Health and Social Security, London, on Homes and Hostels for Children and Young People in Northern Ireland had been noted at the meeting of the Board in November 1982 and it had been agreed that an invitation should be extended to all Board members to attend the meeting of the Personal Social Services Committee when the matter was being considered. Mr. Simpson went on to explain that a Team from London had visited Northern Ireland in February 1982 and had reported to the Department of Health and Social Services in June 1982. The report had been issued to Board members together with a covering circular HSS(CO) 5/82 from the Department in November 1982. The Board has been asked to respond to the document by 17th January, 1983 but the Department has been informed that it would be helpful if the date for receipt of comments could be extended until after the date of the Board meeting in January 1983. In order to help the Committee in its deliberations paper PSSC/5/83 has been prepared in an attempt to pick up the issues on which the Committee may wish to express views and in this connection the Director of Social Services and the Assistant Director (Mr. Bunting) are in attendance to answer any questions.

Mr. Simpson said that he wished to make certain preliminary points. As a result of the stimulus provided by the Report and following the incidents at Kincora it would be the wish that the Committee should be constructive and re-consider the functions of the Department, the Board and the officers so that the Board can be happy about the way childrens' homes are monitored and conducted having examined procedures in the wake of the public anxiety stemming from Kincora. Discussion of the Department's role involves consideration of the Department's role on formulation of policy vis-a-vis its role in the undertaking of inspection procedures. In this connection some may consider that the Department's role should be expanded and the Board's role narrowed or reduced. The discussion could also cover whether the division is appropriate and if it is satisfactorily carried out.

In theory the document is related to the role of the Department of Health and Social Services but there is a set of issues arising from that which has led to the setting up of a group of Senior Personal Social Services staff within the Board to examine arrangements for the monitoring of residential services. The conclusions of that group are not available as yet but will come before the Committee in due course.

Mr. Simpson then turned to Paper PSSC/5/83 which, he said, is a consultative document for the information of the Committee and which would form the basis of a paper to be submitted to the Board. He asked the Director of Social Services to introduce the Paper.

Mr. Gilliland outlined for members the background to the visit by the Team from the Department of Health and Social Security (London) to the Department of Health and Social Services following the statement from the Secretary of State concerning Kincora Hostel. He explained that the terms of reference of the Team had been "to consider the ways in which the Department carries out its role in relation to the supervision and management of homes and hostels for children and young people and to offer advice". However some of the issues raised in the Report do not relate to the terms of reference but go beyond that with a discussion of the Board's role. The Senior Officers group to which reference has already been made and which was set up in December 1981 has undertaken a tremendous amount of background work across the whole range of residential care and it is hoped that this group will submit a report to the Committee at its March meeting.

Department on an Board tender as

Mr. Ritchie said that his reaction to the Report and the Paper is that all concerned are anxious to make a response to the issues raised. The Department is acting in good faith conscious of public opinion and it would be recalled that it had been agreed that when the Police investigations were completed an enquiry would be undertaken. It was a pity that the comments of the Board's team of officers on what needs to be improved is not available. Reading the paper as presented it would appear that everything is in order but the truth is that everything is not satisfactory and this has been demonstrated through interviews with young people who passed through Kinross. It also appears that complaints were made over the years and yet no one is being held accountable. The one thing the Board would not wish is a feeling among the public that the Board is engaged in any cover-up. Obviously inspection and monitoring arrangements have broken down and it has to be realised that the people involved were children, not young men as had been suggested. The priority is the wellbeing of the children and the Board must face the fact that there is public anxiety. Therefore the Report from the Department must be accepted in the spirit in which it is meant.

Mr. Ritchie went on to say that he was worried about how children in care could transmit a complaint and how it would be dealt with. There is no information available about the number of complaints made or how staff respond to them. It would also be interesting to know how many house parents had been found wanting and had been disciplined or dismissed during 1980. There were many valid points raised in the Department's Report and he felt the response to the Report should be in the spirit of accepting the advice offered in the interests of the service and the children.

Mr. Ford-Smith said he supported Mr. Ritchie. His main areas of concern were (1) how a child in a home could express disquiet or discomfort at a situation and (2) the general area of how staff are selected for their suitability to look after children. Both Father O'Connor and Mr. Paulin referred to the comments in the Paper being presented about the role of the Department vis-a-vis the role of the Board and pointed out that the Board is an agent of the Department and any monitoring or supervision by the Board is done on behalf of the Department. It would have been helpful if opportunity had been taken in the Paper to demonstrate the action taken since 1980 to improve matters in the residential area.

Mrs. McConkey said that so many people are involved with these homes that roles collide and it is in that area that problems arise. Management of the homes must be by Board staff but inspection and monitoring cover a broader aspect and it is this area which should be looked at in detail.

Mr. Gilfedder said he was still concerned about the broad principles involved. The first contact with the children is the staff. He would be interested to know if there is adequate supervision in the appointment of staff and the nature and type of applicants. In a boys' home he felt the appointment of a house mother is of paramount importance and in regard to supervision and inspection he felt this is a difficult area for the inexperienced but there are professionals visiting the homes and he instanced the general medical practitioner who might be asked to make a report on each individual in the home which would be of considerable advantage. He felt also that children should have their rights explained to them and the sources to which they have access.

Mrs. Scott while acknowledging the receipt of the Report and the Paper said that she felt the whole structure needed to be looked at in depth. She particularly stressed the need for training of staff. She appreciated that training programmes have been initiated latterly but she felt these needed to be stepped up because so long as the burden of care rests on the untrained and uninitiated these incidents will happen.

The Director of Social Services said that Paper PSSC/5/83 had been prepared in an effort to look in a practical way at a document submitted for comment. The detailed response will be made by the officer group which will report to the Committee in March. It is felt that the document requires clarification and this should be sought.

Sir Thomas pointed out that the letter from the Department enclosing the document makes it quite clear that the Report has been accepted by the Secretary of State and the Minister. If the Board is going to dissent from the document then this will require to be done very carefully in the full recognition that the Board is not doing what is expected of it. Dr. O'Kane said that the main elements are 1) to ensure that incidents similar to those of the past would not be repeated; 2) an acceptance of the Department's right to make criticisms of any shortcomings; and 3) the Board's responsibility to keep the public aware of action taken. Father O'Connor said that in the circular the Department has taken the opportunity to cast the net constructively and to do something positive about the situation. The reply of the Board should take this into account. The Chairman said that this was acknowledged and the Paper before the Committee represents preliminary comments on particular issues. Mr. McGowan said he was concerned that the fact finding Committee had met in February, 1982 and a report was made in June and now in January, 1983 the Board is still discussing the matter. He was interested to know what had been done in the interim. Mrs. McMullan said that speaking as a lay person she would like clarification of her role as a visiting member to these homes. Unless there were visible signs she would be unable to detect any malpractice. Mr. Paulin while acknowledging this point said the Board would need to be careful to ensure that such homes were not cut off entirely and visited only by professional people employed by the Board. Such homes do not have house committees or parents' committees in the way that schools have Boards of Governors and Parents' Committees. He felt that some kind of friendly groups attached to the homes would be useful not only in children's homes but in homes for the elderly. Mr. Clulow returned to the question of children having redress and suggested that homes should be supplied with suggestion boxes which could be opened in the social services offices. Mrs. McIntyre supported the idea of friends of the homes but suggested that sixth formers of schools in the areas concerned should be encouraged to relate to the children in the home. Mr. Ford-Smith from his experience said that children could have their rights explained to them but it could create difficulties for the child when these rights were put into practice. He felt there is a need to strengthen the complaints system in some other way. The Chairman asked if the question of complaints was a sensitive issue. Mr. Bunting, the Assistant Director of Social Services, said while he would not wish to pre-empt the deliberations of the officers' working group nevertheless the issues being raised have been looked at in considerable depth over the past year. There was no problem in identifying the difficulties - the problem was in getting solutions. Every effort is made to improve the quality of care but this has resource implications relating to staffing levels, standards of accommodation and the training of staff. A distinction needs to be made between the structure which is complex and the way the system operates including the way the staff perform within the system. Roles can be clarified but consideration has to be given to the staff, their responsibilities and authority and how their duties are carried out. These are the crucial issues and the sort of things which are not easy to assess. These are issues on which the working group is concentrating. In reply to a question from Mrs. Scott about the role of the Social Work Advisory Group mentioned in the circular, Mr. Bunting said they were professional staff at the Department who were at present carrying out inspections of children's homes throughout Northern Ireland. The group has visited the Board's homes and is preparing its reports which will come to the Board in due course. Mrs. Scott enquired if the Group was sufficiently

skilled to carry out an investigative role. Mr. Bunting replied that this was a problem as quite a number of the group have no experience in working in child care. However they are professional staff with professional training and experience in social work generally and quite capable of identifying the issues. The Board is past the stage of identifying issues and for example one aspect being examined is how to facilitate children so that they are comfortable and secure enough in their relationships to make complaints when necessary. In the Board the structure as it exists has 5 tiers of management and three levels at which monitoring should take place. If the recommendations of the Report are accepted another level of supervision will be introduced which will be too far removed from the situation. At the moment the children have contact with a considerable number of people: they have relationships with parents, relatives, social workers, social aunts and uncles and teachers. The Home's Doctor also visits the home regularly and a record is kept of these visits which include discussion with staff about the health of children, medical examinations and the submission of medical records on the children. Given this structure the object should now be to examine how the system works. The issues are known but the question is how to deal with them. Communication and decision making within the system are very important.

Mr. Paulin said that it appeared there were other difficulties relating to the question of inspections and whether Board staff should be involved in these and also the question of the submission to the Department of confidential information about staff. The Director of Social Services said that clarification was being sought about inspection procedures. No one was challenging the right of the Department to inspect the homes but it would be a confusing situation if one of the Board staff should be asked to become part of that procedure; the inspections should be seen to be independent. In regard to confidential information about staff it is felt that a comprehensive record should be kept in relation to all staff and that confidential information should form part of that record otherwise more problems will be created. In reply to a question from Mr. Ritchie the Assistant Director of Social Services said that a distinction had to be made between allegations of ill treatment and sexual abuse and complaints of a less serious nature. Allegations of a criminal nature should be reported to the Police for investigation. Complaints about general care which do not constitute an offence should be investigated by management staff and disciplinary procedures invoked if necessary. More trivial complaints for example choice of food should be dealt with by the Officer in Charge.

Members returned to the question of inspection reports and it was noted that the distribution of the Department's inspection reports to members of the Board and voluntary management committees is one of the issues to be discussed. The Assistant Director of Social Services pointed out the multitude of people visiting children's homes. Regular visits are paid by Social Workers and management staff who send a monthly report to the Director. Personal Social Services Committee members visit at least quarterly and report in writing to the Committee and Board members visit to make themselves knowledgeable about services. District Committee members also visit the homes. The Department has a right to inspect and has undertaken inspections of all the Board's Children's Homes. There is a need to strike a balance bearing in mind the children's need for privacy and the need for residential staff to be shown that they are trusted. Mr. Ritchie pointed out that at the end of the day the Board is responsible and in view of what happened it behoves the Board to keep an open mind until satisfied that everything possible has been done to meet the needs of the situation.



Father O'Connor referred to the meagre reference in the Paper to the voluntary children's homes sector. He felt there is always room for improvement in liaison with the voluntary homes and he hoped this liaison would be strengthened. The Director of Social Services confirmed that relationships with the voluntary homes are satisfactory but there was always room for improvement. Over 55% of the children in residential care in the Board's area are in voluntary children's homes and staff are nominated in the Districts to liaise with the voluntary homes. Generally 95% of the total running costs of voluntary homes are met by the Board through a weekly maintenance payment for each child the amount of which is revised annually.

In answer to a question from Father O'Connor as to why 95% of the running costs and not 100% is paid, the Assistant Director of Social Services explained that voluntary Children's Homes are asked to contribute 5% towards the running costs of the Home so that they are not totally financially dependent on the Boards. In reply to further questions it was explained that this is not a requirement by the Board at present. Mr. Paulin said that the value of the contribution made by the voluntary bodies to the provision of such homes is borne out by the cost of maintaining a child in a voluntary home as compared with the cost in the Board's own homes.

In reply to questions the Assistant Director of Social Services pointed out that there had been under-provision of residential accommodation for children in 1973 and therefore children had had to be placed in whatever accommodation was available and often this meant splitting up families and accommodating children considerable distances from the family home. There was an urgent need for localised provision in smaller and more homely settings and this is why an expansion programme had been undertaken. This and changes in child care has caused problems in the occupancy level of certain homes particularly the very large homes. However it might provide the opportunity for 60 place homes to be reduced in size and organised on a smaller group basis. These are issues which have to be looked at but dialogue is continuing. The Board's officers are always receptive to examining proposals from the voluntary sector and try to accommodate any proposals which will improve services.

Sir Thomas said that the report and paper submitted had served a useful purpose in providing a background to the discussion. The Committee was much better informed and he was grateful to Mr. Ritchie for his interest in the matter.

Finally it was AGREED that in the light of the discussion held a further paper should be prepared and submitted to the Board (copy attached) to enable a reply to be formulated for transmission to the Department of Health and Social Services.

7/83

#### Privately Sponsored Mental Health Hostels

It was recalled that at the meeting of the Board in November 1982 it was agreed that a report should be prepared outlining the various aspects of the privately sponsored mental hostels.

In this connection members received copies of earlier reports made to the Committee in 1976 and 1977. It was noted that the hostels cater for a total of sixty nine residents and continue to meet a need.

Sir Thomas Brown said that he was still of the view that these arrangements should not continue and that the Board should pursue their phasing out bearing in mind that the Board could be left at risk should there be a

The Secretary,  
Department of Health and Social Services,  
Dundonald House,  
Upper Newtownards Road,  
BELFAST,  
BT4 3SF.

EB 559/82

A1331/82.

9th February, 1983.

Dear Sir,

Homes and Hostels for Children and  
Young People in Northern Ireland

I refer to your letter of 22nd November, 1982 enclosing copies of the Department of Health and Social Security, London Report on Homes and Hostels for Children and Young People in Northern Ireland together with a covering circular HSS(CC) 5/82.

This matter was considered by the Board at its meeting on 27th January, 1983 and I forward herewith two copies of Paper PSSC/10/83 (Revised) which contains the comments which the Board would wish to make on the above document.

Yours faithfully,

Chief Administrative Officer

/MH

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(for official use only)

PAPER NO. P55C/10/85

EASTERN HEALTH AND SOCIAL SERVICES BOARD

Report of the Department of Health and Social Security Team on Homes and Hostels for Children and Young People in Northern Ireland.

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When the evidence of malpractices in the Kincora Hostel came to light, followed by the trial and conviction of former staff in the Hostel for serious offences, there was, of course, a widespread concern to make sure that all aspects of the care of young people were reviewed. There is a further police enquiry which has not yet been finalised, and the outcome of which is not, therefore, available. This has not, however, delayed a wider review of our procedures.

In the administration and determination of policy and practices, in relation to young people in the care of statutory agencies, the Department of Health and Social Services, the Eastern Health and Social Services Board, and the professional staff all had a concern to review their position and, if necessary, make recommendations for improvements where these were found to be desirable and practicable.

As part of this process, the Eastern Health and Social Services Board wholeheartedly supports the specific review, instigated by the Secretary of State, which has culminated in the publication of the report of a special Team on the ways in which the Department of Health and Social Services carries out its role in relation to the supervision and management of Homes and Hostels.

The Board now welcomes the publication of the Department's reaction to the report (A/331/82) and looks forward to the detailed discussions which are to take place. As requested, the Board has prepared some comments on the general directions suggested for the development of policy by the Department.

Before making these general comments, however, the Board would wish to emphasize that not only is it important to review the role of the Department, but the Board is also conducting a review of its own arrangements for the management, supervision and monitoring of residential services for children and young people where these are a Board responsibility. This review was launched in December, 1981, and a report from a Working Group of Personal Social Services staff will shortly be finished. The Board's professional staff have also been involved in a reappraisal of the procedures for the recruitment of residential child care staff. This reappraisal will be particularly relevant in the fuller discussions with the Department.

It would also be helpful to establish at this stage that Kincora was not a Children's Home, as referred to in the report, but a Hostel as defined by Section 21 of the Children and Young Persons (Northern Ireland) Act, 1968 for boys over compulsory school age and under the age of 21 years.

The Board has carefully considered the report of the Department of Health and Social Security (London) Team and would wish to record its appreciation of the Team's work. The Department, however, will not be surprised to learn that many of the issues in the Team's report have already been considered by the Personal Social Services Staff Working Group, and the Team's work reinforces the relevance of the task the Working Group has been undertaking during the past year.

Although the Working Group and other Board staff would have welcomed the opportunity to meet the Team, in order to discuss the present Board structure for the management and supervision of Children's Homes and Hostels, this was not possible during their brief visit to Northern Ireland. This would have been particularly relevant as the Team did not confine its comments to the role of the Department but also made suggestions as to how Boards might carry out their role.

In the Board's opinion, there are two particularly important issues identified by the Team. These are the need to -

- (1) clarify the respective roles of the Department and the Boards in managing, supervising and inspecting statutory homes.
- (2) develop more fully the role of the Board in supervision, monitoring and raising standards in Children's Homes.

A number of key terms, such as inspection and monitoring, which are not defined, are included in these two issues. The Board sees the need to emphasize that there is a distinction between inspection and monitoring. Inspection is a detailed examination at a point in time and, in the opinion of the Department, does not include the performance of individual members of staff. Monitoring, in the opinion of the Board, is the process of evaluating the quality of care being provided and includes an assessment of the part policy, procedures, personnel and other resources play in the provision of that care. It is a continuous process and incorporates an advisory function. It is, therefore, the Board's view that it is essential that it is part of the management and supervision of services.

# 1. Clarifying the respective roles of the Department and the Boards in managing, supervising and inspecting statutory homes.

Para 6.1 This issue is central to the overall relationship between the Board  
A.10 and the Department. Given the complexity of the existing structure for  
6.10 of the the provision of Health and Social Services, there is potential for  
Department's considerable confusion, and it is, consequently, important to examine  
letter and the delegation of authority to Boards to carry out specific functions on  
Para 64(1) behalf of the Department.

64(viii)

and 64(xiii)

of the Board (No.2) Direction (Northern Ireland) 1973<sup>1</sup> delegates the  
Team's management and supervision of Children's Homes and Hostels for Young  
Report Persons to the Board and the Direction indicates that the Department has  
refer, the right to require a Board to satisfy it that it is adequately  
exercising its functions.



In the Board's opinion, there is a distinction to be made between the Board satisfying the Department on the discharge of the Board's functions and the Department satisfying itself by means of direct inspection.

Under Section 16a of the Children and Young Persons Act (Northern Ireland) 1968, the Department has the right to inspect any premises in which a child is maintained under the Act, i.e. Children's Homes and Hostels for Young Persons.

Given this remit, the Board feels that there is need for further discussion of the Department's statement that "its right of inspection under statute embraces both residential and fieldwork services".

The Team does not appear to have examined the role of the Child Care Branch vis-a-vis the Social Work Advisory Group within the Department and, if this is the case, it is an important omission, as the Child Care Branch has an executive function within the Department for the provision of Children's Services, e.g. the registration of Voluntary Children's Homes and Hostels.

As far as Board staff are concerned, the role of the Social Work Advisory Group is seen as providing the best possible professional advice to the Department and Ministers on matters such as new legislation and regional policy. Advisers would, of course, be expected to liaise with Board staff to ensure that they are well informed and that, when necessary, there is adequate co-ordination between Boards on regional matters. It is not seen as the role of Social Work Advisers, or other Department staff, to manage or supervise Board staff or to advise Board staff directly. If this were to be the case, it would cause considerable confusion in the day-to-day management and supervision of services and make the position of the Board's senior staff more difficult.

In the light of these considerations, it is the Board's view that the Department's role, in regard to the issues identified by the Team, should be mainly one of inspecting Children's Homes and Hostels for Young Persons. Whilst this may be discussed further, the Board sees no basic fault with the present distinction between management, supervision and monitoring as a Board responsibility and inspection as a function of the Department.

2. Developing more fully the role of Boards in supervision, monitoring and raising standards in Children's Homes.

Paras 6.1 and 6.7 of the Dept's letter and Paras 64(i) and 64(vi) of the Team's Report refer.

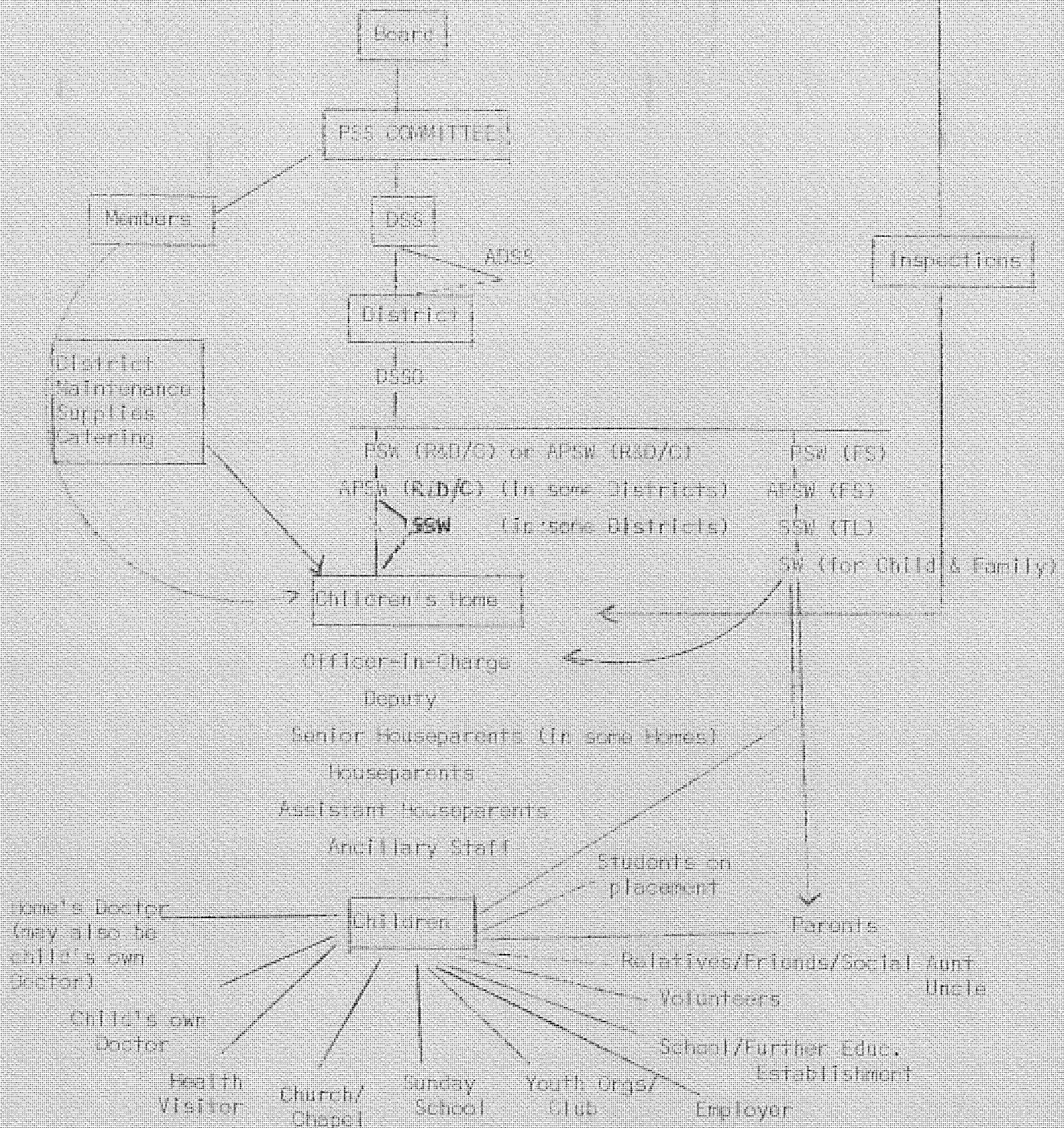
The Board is continually trying to improve standards of care and, as indicated earlier, is in the process of considering what improvements are required in the arrangements for monitoring residential services. As the Board is acting in loco parentis when children are in its care, and given that these children are vulnerable, emotionally and socially, Children's Homes and Hostels are a first priority when improved monitoring arrangements are under consideration.

The present structure of the Personal Social Services Department should ensure adequate management and supervision of Children's Homes and Hostels. The following diagram illustrates the existing structure within which Children's Homes and Hostels are managed and monitored.



Department of Health & Social Services

Child Care Branch - Social Work Advisory Group



Abbreviations

DSS - Director of Social Services  
 ADSS - Assistant Director of Social Services  
 DSSO - District Social Services Officer  
 PSW - Principal Social Worker  
 APSW - Assistant Principal Social Worker  
 SSW - Senior Social Worker  
 SW - Social Worker  
 (R&D/C) - Residential and Day Care  
 (F S) - Fieldwork Services  
 (TL) - Team Leader

Additional information in relation to this diagram -

- (i) Children's home staff will have some contact with all the people who are in contact with the child;
- (ii) Social Worker will have contact with the parents and may have contact with other people who are in contact with the child;
- (iii) Social Worker visits the child at least monthly;
- (iv) Personal Social Services Committee member visits the home on at least a quarterly basis and submits a written report to the Personal Social Services Committee and the Board;
- (v) There are six monthly comprehensive progress reviews of each child which involve meetings of residential and fieldwork staff and include contributions from other relevant people and the child;
- (vi) The Officer in Charge manages and supervises the caring staff and in most homes also undertakes a direct caring role;
- (vii) The Principal Social Worker (R&D/C) or Assistant Principal Social Worker (R&D/C) has delegated responsibility for the management and supervision of the home. An Assistant Principal Social Worker usually visits the home at least weekly and a report is submitted each month to the Director of Social Services from the District.

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The present structure provides for three levels of monitoring within the Board, i.e. at Children's Home level, District Headquarters and Board Headquarters level. Children's Homes are also visited by Personal Social Services Committee Members who must satisfy themselves that the Home is conducted in the interests of the well being of the children. The Board revised its policy and procedures for the review of children in care in 1977 and the Department of Health and Social Services has the right to inspect the Homes.

Given this situation, it would seem that what may be required is clarification, consolidation and refinement, rather than an additional level of supervision. The roles and responsibilities of key staff within the system may need to be reassessed to allow greater

priority for the monitoring process. These key staff are the Officer-In-Charge of the Home and the Principal Social Worker/Assistant Principal Social Worker (R&D/O) at District level and the Assistant Director of Social Services at Board level. These staff would need to give sufficient time to monitoring and this should include a detailed annual audit of each Home and Hostel by the Principal Social Worker (R&D/O).

The Assistant Director of Social Services (Family and Child Care) has not been able to carry out a monitoring role because of the time which he has had to spend assisting the Director of Social Services in the administration of the Family and Child Care Service, developing policy and procedures with District staff, planning, including the work of Programme Planning Teams, developing new schemes and facilities and liaising with Voluntary and Statutory Agencies, including the Department. His workload in regard to these tasks is particularly heavy. For example, he has to liaise at present with 3 Statutory Agencies, 15 Courts and 41 Voluntary Organisations involved with children and young people in the Board's area. This does not include the many community groups involved with children and young people.

The Team's suggestion that Assistant Directors should become inspectors or carry out joint inspections with Social Work Advisers is undesirable. Such an arrangement would further confuse roles and responsibilities and would be likely to alienate Assistant Directors from District staff. The advising functions to staff of the Assistant Directors could not be easily reconciled with the 'external' attachment which is desirable for independent inspection.

Such an approach would also create a serious problem in regard to the workload of the Assistant Director of Social Services (Family and Child Care) as the Board has at present twenty Children's Homes and Hostels and, as the Department is aware, Children's Homes and Hostels are only a small part of the Board's total family and Child Care services, all of which need to be properly monitored.

Paras 6.4 and 6.3 of Dept's letter and paras 64(III) of the Team's Report refer.

Para 6.6 of Department's letter and Para 64(v) of the Team's Report refer.

It is the Board's view that inspections of Children's Homes and Hostels by the Department are necessary as a means of providing an independent evaluation and examination. However, the quality of the Board's own monitoring arrangements would be an important factor which the Department should take into consideration when deciding on the frequency of inspections. If monitoring arrangements within the Board are strengthened and improved, it is questionable whether frequent detailed inspections by the Department or short visits on an irregular basis would be needed. Information from the Board's monitoring process would be made available to the Department on an annual basis who could then decide whether it was satisfied with the reports submitted, or wished to carry out an inspection to satisfy itself regarding specific issues. It could well be the case that detailed inspections by the Department will not be required on an annual basis.

The Board is not convinced of the advocacy of the Department making short-term appointments to enable detailed inspections to be carried out. The persons appointed would have to acquaint themselves with the Board structure and child care services generally. Also continuity, a key element in raising child care standards, would be affected.



It is not easy to see the rationale behind the suggestion of unannounced visits by Department staff who may be unknown to the staff of Children's Homes and hostels. District managers, responsible for the management and supervision of these homes and hostels, should drop in at any time, including weekends and at night, without making appointments. This is seen as acceptable in that these staff have well established and ongoing relationships and are jointly accountable for the running of the homes and hostels. However, Department staff making unannounced visits may well be interpreted as a lack of trust. This could be counter productive to the attempts by the Board to give greater responsibility and to improve the status of residential staff. This approach is essential if staff of the right calibre are to be attracted to work in children's homes and hostels and bearing in mind that these facilities cater for some of the most deprived and disadvantaged children in Northern Ireland, who require a level of care that will compensate for this deprivation.

Para 6.1 of  
Department's  
letter and  
Para 6.1(v)  
of the  
Team's  
report  
refer

The Board is not happy with the proposals of the Department on the recording and passing on of confidential information related to individual members of staff. An inspection cannot be conducted drawing an impartial line which attempts to avoid comments on the performance of individual members of staff. Equally, an inspection report cannot properly be presented in an unqualified form.

In an Inspector has comments to make on staff, these should reach the senior professional staff concerned with the supervision of the home or hostel. The inspectors' critical comments on staff would not, of course, be put in documents circulated, for example, to other non-supervisory staff. Also inspectors must be warned of the damage which unsubstantiated critical comments may cause. The Board would wish to ensure that senior professional officers consider this particular problem very carefully before reaching a decision on future policy.

Para 6.11 of  
Department's  
letter and  
Para 6.1(x)  
of the Team's  
report refer.

Generally, in the Board's area, relationships with Voluntary Children's Homes are good and co-operation could not be described as weak (see Para 4.1 of the Board's Report). Over 50% of the children in residential care, in our Board's area, are in Voluntary Children's Homes. There are staff nominated in the Districts to liaise with the Voluntary Homes and the Assistant Directors of Social Services liaise on behalf of the Board. Generally, 95% of the total running costs of Voluntary Homes are met by the Board through a weekly maintenance payment for each child and this is revised annually. Places on courses run by the Board for residential child care staff have been made available to the staff of Voluntary Children's Homes and have been taken up.

There have been conjoint exercises with representatives from the Department, Board and the Management Committees of the Voluntary Homes concerned to improve three Voluntary Children's Homes in the Board's area. The Programme Planning Team for Children and Young Persons has met with representatives from the Voluntary Children's Homes to seek their views on existing services and future needs.

These are all indicators of good co-operation between the Board and Voluntary Children's Homes.

However, with changing needs in child care, there still remains a problem for some Voluntary Homes in regard to their size, location and the ages and types of children and young people they feel that they can cope with. In some cases, there are no obvious solutions to these problems.

The Board has always taken the view that it wishes to work in partnership with Voluntary Children's Homes and has worked in co-operation with existing Children's Homes to keep them viable and to facilitate them to change where change is required.

Essentially, all Children's Homes and Hostels, whether Statutory or Voluntary, must be willing to adapt to changing needs and have the capacity to adapt to change.

Given this situation, the Board agrees with the view of the Team that it is logical for Boards to become the registering authority for Voluntary Children's Homes and feels that this would further improve liaison with Voluntary Children's Homes and strengthen the partnership which has been built up over many years.

Paras 6.12 to 6.13 of Department's letter and Para 64(x) of the Team's Report refer

Twenty-six percent of the Board's residential child care staff are qualified. This leaves a considerable training problem, which is being given priority at present. The Board's position is not unusual in that in Great Britain a recent survey indicated that only 18% of residential child care staff are qualified.

During 1982, fifteen short courses for residential child care staff were run by the Board's Central Training Unit.

Ten residential child care staff are on the Certificate of Social Services Course at present. However, given the length of this Course, alternative methods of training must be developed for residential child care staff if the Board is to substantially increase the number of trained staff. To overcome the problem, the Central Training Unit for the Board, in conjunction with the New University of Ulster, is at present planning and piloting a training programme for all unqualified and inexperienced residential child care staff. However, this will not lead to a recognised qualification. Consideration, therefore, needs to be given to the development of an alternative qualification to the Certificate of Social Service for Residential Child Care staff. Although this is not mentioned by the Team, the Board feels that it should be given priority.

Some training for Board Members who visit Children's Homes is required. However, it is questionable whether joint training for Members and staff is necessary, in that their roles are different.

Para 6.16 of Department's letter and Para 64(xD) of the Team's Report refer.

A distinction needs to be made between a complaint and a serious allegation. If an allegation is made of a criminal nature, then it must be reported to the Police. Staff do not have the right in these circumstances to exercise professional judgement. Other complaints by children of unfair treatment can be dealt with by professional staff. There are, at present, basic procedures which staff are expected to carry out in the event of a serious allegation or complaint. However, these need to be improved and additional procedures in regard to complaints will form part of the recommendations of the Working Group.



Para 6.17  
of Dept's  
letter and  
Para 64(xii)  
of the  
Team's  
Report refer.

Procedures for the recruitment of residential child care staff require a radical reappraisal. As the Department is aware, recommendations have already been made to effect some improvements and are being processed by the Board's Personnel Department. Also, the Association of Directors of Social Services has written to the Permanent Secretary at the Department requesting a meeting to discuss possible changes in procedures.

The Department's written response to the Team's recommendations outlines some of the initiatives being taken at present by the Department and, as far as the main issues are concerned, suggests that detailed discussions with the Board will be required. These initiatives, for example, the intention to issue a consultative paper on complaints procedures for children in residential care, are welcomed by the Board. However, it is not clear from the Department's response whether it finds all the Team's recommendations and suggestions acceptable, and it would be important to clarify this, either prior to, or at the first stage in the proposed discussions.

These are the preliminary comments of the Board, as requested. The Board will, however, be considering, in March 1983, the report from the Personal Social Services Staff Working Group, which will be of particular relevance to many of the issues raised in the Team's report. We therefore hope that, in the coming months, not only will the professional staff of the Department and the Board be able to feel reassured about our standards and practice, but also that we will demonstrate to the wider general public that the quality of our care of children and young people is of the highest standard.

WITNESS NAME: HEALTH AND SOCIAL CARE BOARD

DATE: 23 May 2016

The Inquiry into Historical Institutional Abuse 1922 to 1955

Fionnuala McAndrew

Rule 9 – KINCORA

Exhibit 41

LH8



## Department of Health and Social Services

Dundonald House Upper Newtonards Road  
Belfast BT4 3SF

Telex 74578

Telephone 0232 (Belfast) 650111 ext 755

Mr. P. G. Kinder BSc (Hon) FRS  
AMSM

Please reply to The Secretary  
Your reference

Our reference

C.A.O.

EH455B.

Date 21 October 1983

Dear Sir/Madam

CONSULTATIVE PAPER ON A COMPLAINTS PROCEDURE FOR  
CHILDREN IN RESIDENTIAL CARE AND THEIR PARENTS

I enclose 40 ~~copy~~ copies of the above Paper which  
is being widely issued today to interested bodies and  
organisations in both the statutory and voluntary  
sectors for consideration and comment.

The closing date for submission of comments is 31 January  
1984.

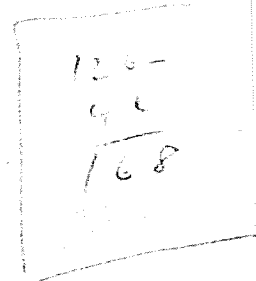
Additional copies of the Paper may be obtained from  
Child Care Branch (extension 280).

Yours faithfully

*Beatrice Major*

M B MAJOR (MRS)  
Child Care Branch

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## INTRODUCTION

1. In February 1980, allegations were made in the Press that young people in care in a boys' hostel in Belfast had been subjected to homosexual abuse by members of staff. Police investigations led to the prosecution and conviction in 1981 of the warden, deputy warden and senior houseparent at Kincora Boys' Hostel in Belfast, and of a number of members of staff at, and visitors to, three other children's homes in the Province. The offences in some instances dated back to the early 1960s.
2. As part of the Government's response in the process of improving the supervision and management of residential units for children and young people, the Secretary of State for Social Services made expert advice available to the Department of Health and Social Services. A team from the Department of Health and Social Security visited Northern Ireland in February 1982. Its terms of reference were:  
  
"To consider the ways in which the Department (of Health and Social Services) carries out its role in relation to the supervision and management of homes and hostels for children and young people, and to offer advice".
3. On the basis of discussions held with professional and administrative staff in the Department of Health and Social Services, the background material provided by the Department, and the team's own operational and management experience, the team considered the roles and responsibilities of the Department, the Health and Social Services Boards and voluntary bodies in the management and supervision of residential child care services and the manner in which those responsibilities were discharged.
4. The team's Report to the Department of Health and Social Services made recommendations designed to achieve a progressive raising of child care standards in Northern Ireland. The Department issued the Report, under cover of a Circular, in November 1982.
5. Among the recommendations of the Report was the suggestion that the Department should consider "introducing adequate arrangements for looking at complaints made by children and their parents about treatment in children's homes". In the covering Circular, the Department undertook to examine possible options for the operation of a complaints procedure specifically related to the needs of children in residential care and their parents, and to issue a consultative paper with a view to arriving at an acceptable and workable set of arrangements.
6. The Report's recommendation referred to complaints made by or on behalf of children in residential units, and this paper, therefore, seeks to identify the essential elements of a complaints procedure for children in residential care and their parents and to suggest, for the purposes of comment and discussion, a framework within which such a procedure might operate. Other well-founded ideas or suggestions are, of course, welcomed.
7. The interests of children in care who are not accommodated in residential units must also be protected, and views are, therefore, invited on the desirability and practicality of extending the arrangements put forward within this paper or other proposals for a complaints system to other children in care.
8. It is also recognised that a small number of children accommodated in children's homes are not in care. These children should, however, have



similar protection to that afforded to those children who are in care. Recipients of this paper may, therefore, wish to consider whether there would be any difficulties associated with giving these children access to the complaints machinery being proposed for use by children in care.

9. Comments on the suggestions in this document, including their relevance to children in non-residential care, together with any further ideas for the development of a workable complaints procedure, should be forwarded by 31 January 1984 to:

Child Care Branch  
Department of Health and Social Services  
Dundonald House  
Upper Newtownards Road  
BELFAST  
BT4 3SF

CHAPTER 1CHILDREN AND YOUNG PEOPLE IN CARE IN NORTHERN  
IRELANDEntry into care

- 1.1 There are essentially two means by which children may come into care under the Children and Young Persons Act (NI) 1968:
- a. where it appears to a Health and Social Services Board that a child or young person has neither parent or guardian, or is lost or has been abandoned, or that his parents or guardian cannot provide for his proper accommodation, maintenance and upbringing, and that the intervention of the Board is necessary in the interests of the welfare of the child, the Board has a duty to receive the child into its care. This is often referred to as "voluntary care". In certain circumstances, a Board may apply to the juvenile court to have a parental rights order made in respect of a child in voluntary care, thereby transferring parental powers and responsibilities to the Board.
  - b. If a court decides, on the basis of evidence presented to it, that a child or young person is in need of care, protection or control, the court may choose to commit him to the care of a fit person, and in these cases a Health and Social Services Board is usually named as the fit person. This is often referred to as "compulsory care". A fit person order may also be made by the court in respect of a young offender.
- 1.2 A child can also be taken to a place of safety under Section 99 of the Children and Young Persons Act (NI) 1968. A place of safety is defined in Section 180 of the Act as any remand home, any home provided by the Health and Social Services Boards under Part VII of the Act, any constabulary station, any hospital or surgery, or other suitable place the occupier of which is willing temporarily to receive a child or young person.

Number of children in care

- 1.3 At 31 December 1981 there were 2584 children in care in Northern Ireland. Of these, 758 were in residential care, 1125 were in foster care, 607 were living at home with parents, guardians, relatives or friends and 94 were in other accommodation.

Standard of care

- 1.4 The statutory principle governing the care of children by a Health and Social Services Board, whether the child is in compulsory or voluntary care, is that such care should further the best interests of the child and permit the proper development of his or her character and abilities. This is complemented by a requirement on the Health and Social Services Boards to ensure that children in their care are not deprived of any of the facilities or benefits generally available to children not in care, or of the various benefits available under enactments relating to health, education and employment services (Section 113 of the C & YP Act (NI) 1968). The legislation also specifies the various ways in which a Board might acceptably fulfil its responsibility to accommodate and maintain a child in its care. These are by placing the child with foster parents, in a home provided by the Board or by a voluntary organisation, or in a hostel (if over compulsory school

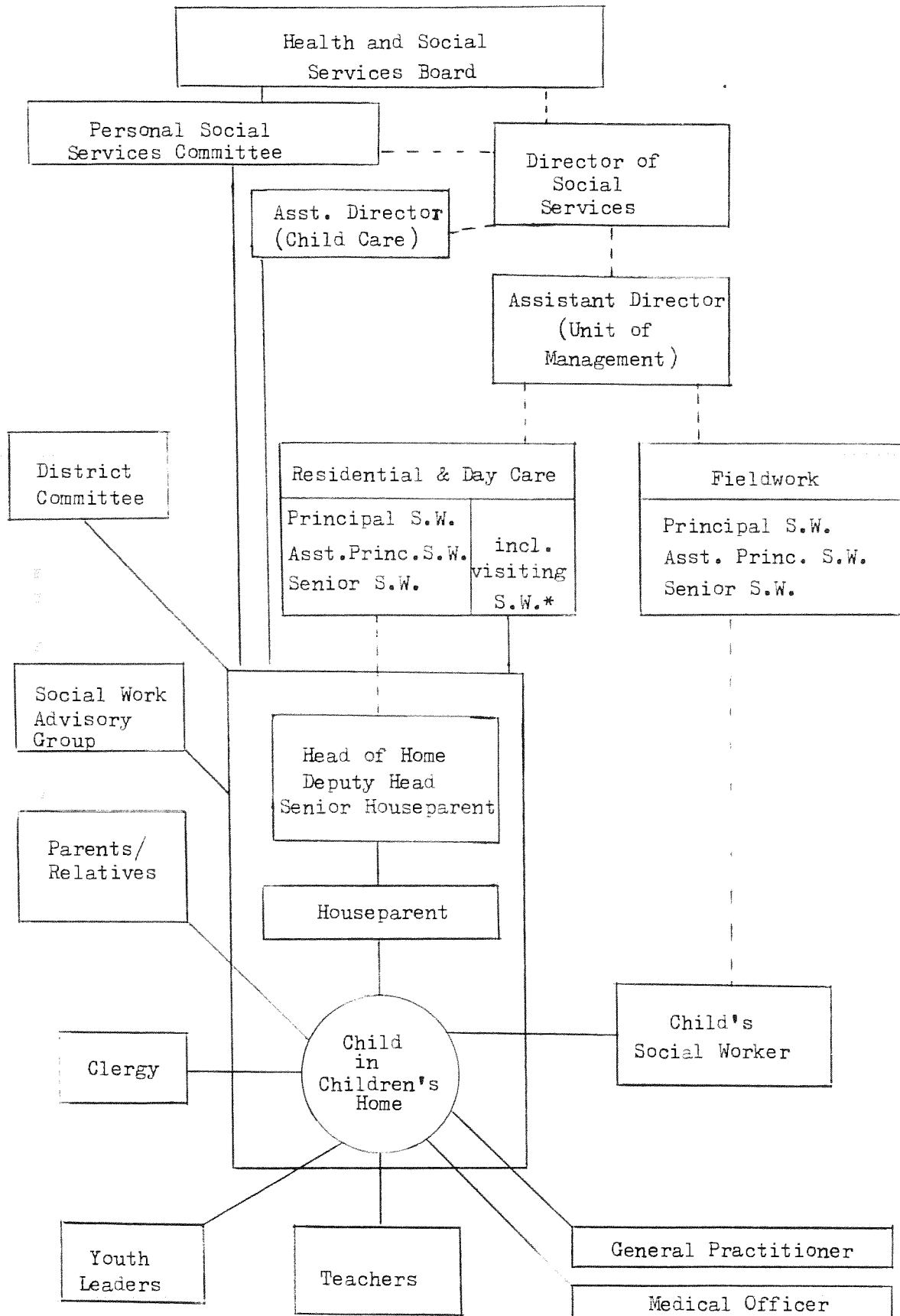
age), or in any other suitable premises.

- 1.5 The welfare of children in foster care is an important consideration which attracts specific statutory provision aimed at ensuring that no child is adversely affected by being boarded out and that the child's welfare is preserved. The Children and Young Persons (Boarding-Out) Regulations (NI) 1976 govern boarding-out arrangements, including the supervision and inspection of children boarded-out and the premises in which they are accommodated.
- 1.6 Legislation also covers the provision of accommodation by a Board for children in their care and the provision by a Board of hostel accommodation. The Department of Health and Social Services exercises control over both types of accommodation by Directions embracing the nature of the accommodation, the equipment and staffing and the conduct of homes and hostels. Similar control is exercised in respect of voluntary children's homes.
- 1.7 The Conduct of Children's Homes Direction (NI) 1975, which applies to statutory provision, requires regular visits to children's homes to be carried out by members of Boards' Personal Social Services Committees and by Board social workers to ensure that the homes are being conducted in the interests of the well-being of the children. The Children and Young Persons (Voluntary Homes) Regulations (NI) 1975 set out comparable requirements in respect of the operation of voluntary children's homes, placing a duty on the administering authorities of the homes to ensure that regular visits are carried out. In addition, Section 168(1) of the Children and Young Persons Act (NI) 1968 (as amended) states that "a person authorised by the Department may, on production if required of his credentials, at any reasonable time enter any premises in which a child is maintained under this Act and
  - (a) inspect the premises; and
  - (b) make such examination into the state and management thereof and the condition and treatment of children therein as he thinks requisite".

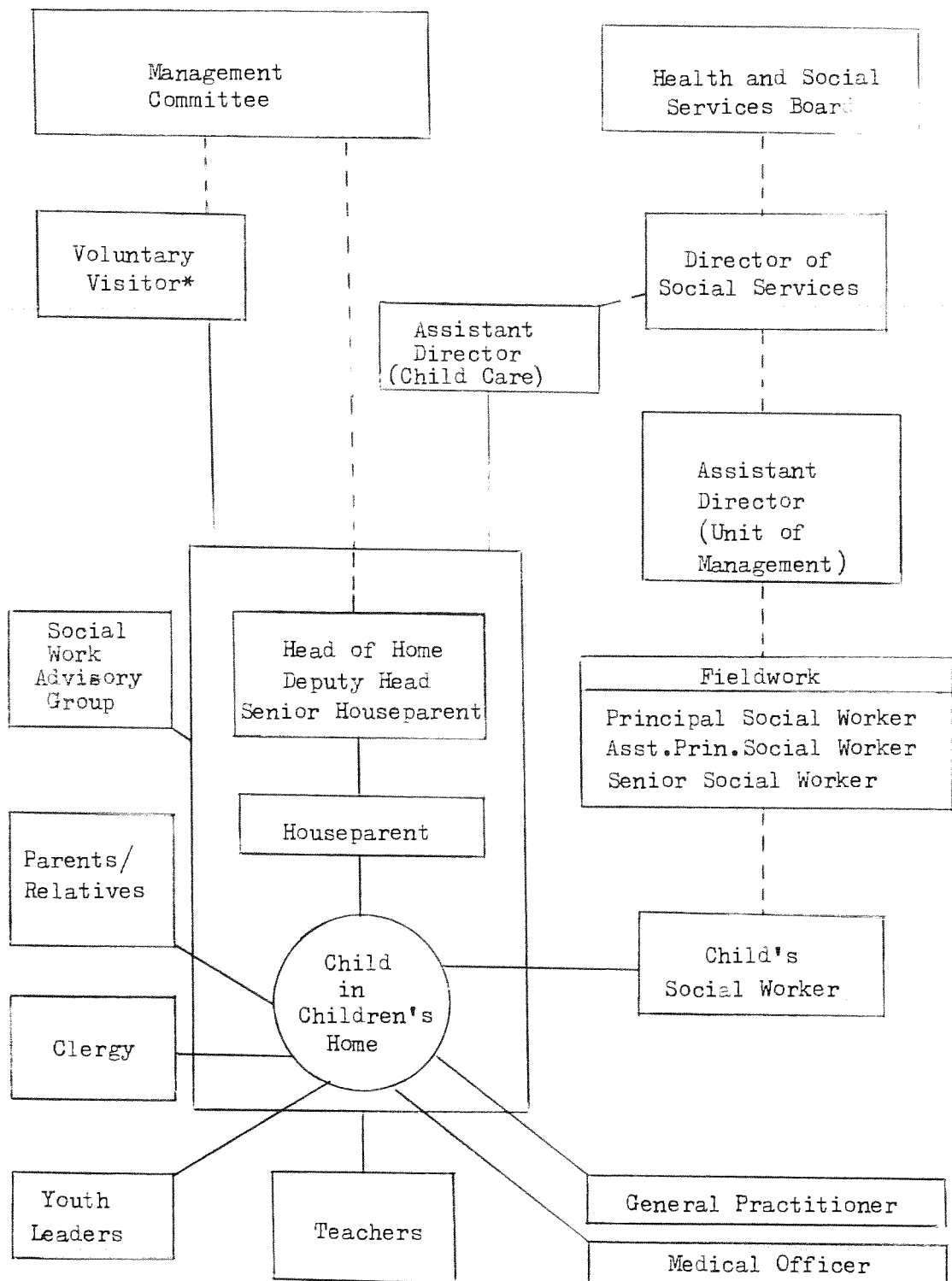
#### The residential child care system

- 1.8 At present in Northern Ireland there are 37 statutory children's homes provided by the Health and Social Services Boards and 25 voluntary homes, providing 567 and 506 places respectively. Of the 758 children in residential care at 31 December 1981\*, 383 were accommodated in statutory homes and 375 in voluntary homes. A list of the homes is given at Appendix I.
- 1.9 In the majority of cases, parents would have access to their children in residential care, and Boards would seek to ensure that parents were actively involved in plans for the care of their children, and also that contact between parent and child was maintained. In addition to their parents, children would be in touch with a range of staff and others with responsibility in the management and oversight of the residential child care system. Figure 1 illustrates the range of Board staff and others who have some responsibility for or have an interest in children in residential care in statutory children's homes. Figure 2 gives a similar picture in respect of children accommodated in voluntary residential units. Arrangements may vary somewhat between Boards and even within Boards, and also between voluntary organisations, but the diagrams give some indication of the interests involved and the possibilities within existing arrangements for

\*the latest date at which figures are available



\*The "visiting social worker" is the social worker who is required to visit the children's home on a monthly basis under the terms of the Conduct of Children's Homes Direction (NI) 1975.



\*The "voluntary visitor" is the person who is required to visit the children's home on a monthly basis under the terms of the Voluntary Homes Regulations (NI) 1975.



children in care to have contact with a range of responsible adults.

#### Staff and groups with responsibilities in residential child care

- 1.10 The role of the caring staff in a children's home is to ensure that, as far as possible, the needs of the children are met to the extent to which any good parent would meet those needs. It would be hoped that a child in need of help, advice or guidance would feel able to turn for such help to a houseparent or senior houseparent in the home.
- 1.11 The houseparents and senior houseparents are subject to the direction and management of the head of the home and the deputy, who have overall responsibility for the child within the home and for the supervision of the staff. Within the home, therefore, a child would have contact with houseparents, senior houseparents, deputy and head of the home.
- 1.12 Each child in care in a children's home is also the responsibility of a field social worker of a Health and Social Services Board. This social worker and the staff of the home are jointly involved in ensuring that, in the light of the child's home circumstances, the most appropriate plan of care and treatment is developed and implemented. The social worker is a link between the child and his or her family, and helps to promote contact between the child and the parents. The social worker participates in the regular reviews of the child's situation and is involved in implementing the plans that are made at those reviews.
- 1.13 Field social workers and residential care staff in the statutory sector are managed and supported by senior social workers, assistant principal social workers and principal social workers. In general, the line management for the head of a statutory home is through the management structure of residential and day care services, and the line management for the child's social worker is through the management structure for fieldwork services, although in some parts of the Province a single management structure covering child and family care has been developed. Senior management staff would rarely have direct contact with a child in residential care.
- 1.14 The monthly visits by a social worker to each statutory home, required by the 1975 Direction (see paragraph 1.7), would normally be carried out by a member of staff with management responsibility for residential and day care; the grade of the staff member making the visits would vary between Units of Management, ranging from senior social worker to principal social worker. In the later sections of this paper, the social worker visiting statutory homes each month is referred to as "the visiting social worker".
- 1.15 Responsibility for the full range of personal social services in a Unit of Management covering residential and day care and fieldwork services, rests with the Assistant Director of Social Services (Unit of Management)\*. The Assistant Director (Unit of Management) is responsible on professional management matters to the Director of Social Services at Area level. The Director has overall responsibility for the professional management of the social services staff in the Area, for the contribution of social services to the planning of programmes of care and for advising the Board on matters of policy in social care. The Assistant Director of Social Services (Child Care) at Area level is responsible to the Director of Social Services but is not

\*Assistant Director (Unit of Management) in the Northern, Southern and Western Areas and in three Districts of the Eastern Area; District Social Services Officer in the other three Districts of the Eastern Area.

part of the line management structure to Unit level. The duties of the post relate to matters of child care policy, planning and monitoring.

- 1.16 Each statutory children's home is visited every three months by a member of the Personal Social Services Committee of the Health and Social Services Board. Visits to statutory homes are also carried out by members of the District Committee which represents the interests of the public as consumers of health and personal social services.
- 1.17 In the voluntary sector, the head of a children's home is responsible to the Management Committee, which is the administering authority of the home. Regulations require the administering authority to ensure that the home is visited each month by an authorised person. This person is usually a member of the Management Committee and, in the later sections of this paper, is referred to as "the voluntary visitor".
- 1.18 Members of the Department of Health and Social Services' Social Work Advisory Group are authorised, under Section 168 of the Children and Young Persons Act (NI) 1968, to carry out inspections of children's homes, both statutory and voluntary.

#### The need for review

- 1.19 The discovery of homosexual abuse of young boys in care at Kincora Hostel, and similar incidents in several other children's homes in the Province, exposed weaknesses in the oversight of children in residential care and quite properly gave rise to concern, not only that the supervision of children's homes and hostels should be strengthened, but also that any complaints made about treatment received while in residential care should be fully and promptly investigated and the appropriate remedial action taken. Boards have already taken action to improve their oversight of residential care and to review existing arrangements for dealing with complaints.
- 1.20 It should be possible with existing structures to develop a workable and acceptable mechanism for the initiation, recording and investigation of complaints from children and their parents. The brief outline provided of the roles of those presently involved in residential child care may be of assistance in identifying where responsibility for the receipt and resolution of complaints might be placed in future. The next Chapter will consider some existing complaints procedures which might offer pointers to the sort of arrangements which could be applicable to children in residential care in Northern Ireland.

## CHAPTER 2

## EXISTING COMPLAINTS PROCEDURES

- 2.1 The basis of a complaints procedure within the public services is the recognition that users or potential users of services could be justifiably concerned about the effectiveness of those services and the manner in which they are provided. They have the right, and should be afforded an opportunity, to make known their views to those who are in a position to take remedial action if appropriate.

Procedures of Health and Social Services Boards

- 2.2 Departmental guidance to Health and Social Services Boards on complaints procedures generally is contained in Circular HSS(OS3) 2/82 which was issued in August 1982. This deals essentially with complaints in the Health Service but the same principles are to be applied in the personal social services.
- 2.3 The main principles are as follows:
- i. all complaints should be investigated thoroughly and fairly and as quickly as circumstances permit. It should be remembered that the unsatisfactory handling of a complaint may become the cause of further complaint;
  - ii. a member of staff investigating a complaint should keep the complainant and any persons complained about fully and promptly informed of reasons for unavoidable delay in resolving the issue;
  - iii. any member of staff involved in a complaint should be fully informed of any allegations at the outset and given an opportunity to reply. He should be advised of his right to seek the help and advice of his professional association or trade union before commenting on a complaint.
- 2.4 The Circular stressed the need for good communication and advocated the production of an information booklet. The Department subsequently produced a leaflet for hospital patients giving general advice on how they could make comments, suggestions or complaints about any aspect of their stay in hospital.
- 2.5 In practice the procedure adopted by each Board is used for dealing with complaints relating to any service provided by the Board involving any client group. There are, however, some variations between Boards in the way in which complaints are considered. The points of special interest in the Boards' procedures are as follows:

a. Northern Health and Social Services Board

If an officer receiving a complaint at local level is unable to resolve it, or if the complainant is not satisfied with the action, the matter is referred to the next senior officer. The senior officer is required to make a written record of all complaints referred to him.

If it is necessary to refer the matter to the Unit Manager, the complainant is asked by the Unit Manager to submit his complaint in writing and, if necessary, is helped to do so. The Unit Manager

is required to inform the Unit of Management Team of the complaint and to seek the advice of the Area Chief Officer who decides whether the complaint should be handled at Area or Unit of Management level.

A register of complaints is kept either at Unit of Management level or at Area level. Where it is maintained at Unit level, it is forwarded to the Chief Administrative Officer at the end of each month for examination by the Area Executive Team and the appropriate Standing Committee of the Board.

Summarised replies to all complaints in each Unit of Management are made available to the District Committee.

All complaints, including oral complaints, alleging personal or professional misconduct are referred immediately to the appropriate Professional Officer at Unit of Management level who seeks advice from his Area Officer. Complaints which, if confirmed, would result in prosecution, are referred at once to the Chief Administrative Officer who discusses the matter with the appropriate Area Team member.

Staff are advised of the need to pay particular heed to complaints arising in the psychiatric and special care services and services for the elderly. Complaints in these fields are to be meticulously recorded and the records carefully maintained.

b. Southern Health and Social Services Board

The Southern Board's present procedure concentrates on the handling of complaints received at Board level, either directly from outside the Board or referred up from Unit of Management level. Under this procedure no record is kept at Area level of complaints received by the Units of Management and dealt with by them.

The Board's complaints procedure is being revised at present to include guidance on dealing with complaints at local and Unit of Management level, the ways in which complaints should be recorded, the steps to be taken if a complainant is dissatisfied with the action taken at local level to deal with his complaint, and the action to be taken in cases where allegations of criminal offences are made.

c. Western Health and Social Services Board

The Western Board's procedure requires written complaints received by Units of Management and being dealt with at that level to be copied to the Chief Administrative Officer together with the Units' replies.

Officers dealing with oral complaints are advised to exercise their judgement as to the seriousness of the complaint and whether or not to make a note of it and the discussion that took place. If a complaint is deemed serious enough to warrant the taking of a note, the complainant is advised to put the complaint in writing through the appropriate channels.

Monitoring of complaints is carried out at Area level by the Administrative Services Committee and the Area Executive Team, and statistics about complaints received at Unit of Management level are also made available to the relevant District Committees.

d. Eastern Health and Social Services Board

Guidance issued by the Eastern Board requires each Unit of Management/District to make a monthly return to Area level of complaints and enquiries received and processed at Unit of Management/District level.

The Eastern Board has established a Complaints Sub-Committee, composed of three members of the Board, which meets each month to consider complaints received by the Board. The Committee reports to the Board and produces an annual report identifying any significant trends which might, after further examination, warrant improvements in services.

A Board Working Party has drawn up a Report on Monitoring Arrangements for Residential Homes, designed to safeguard the rights of residents in Board facilities.

Complaints procedures for children in care in England and Wales

- 2.6 There is no universally applied complaints procedure in England and Wales. However, a number of Local Authorities have devised their own procedures specifically for children in care. These are summarised below:

i. Durham County Council

A booklet entitled "Guide for Children in Care" is issued to each child in care who is regarded as old enough to take advantage of it. Seven years of age is taken as a general guide. The child signs a receipt for the booklet and this is counter-signed by the person or persons who have actual care of the child, be they foster parents, houseparents, head of establishment, parents or guardian.

The booklet is in loose-leaf form containing up to 12 sections covering all aspects of care, eg. appropriate legislation, residential care, case reviews, home on trial, medical examinations, etc. The sections to be included in a child's personal booklet are decided through discussion between the supervising social worker and the person having care of the child.

One section of the booklet defines ill-treatment. Children who feel that they are being ill-treated by anyone, either inside or outside the place where they are living, are advised, in the first instance, to tell the head of the establishment or their social worker. Any child who is worried or not satisfied with what has been done can sign and post a pre-paid "Contact Card" contained in the booklet. The card is addressed to the Director of Social Services and, on receipt in County Hall, responsibility for investigating the complaint is allocated to an appropriate officer who visits the child, investigates the complaint and notifies the District Controller of his findings as soon as possible.

ii. London Borough of Bromley

Bromley Borough issues an "In-Care" Booklet to children on the same lines as Durham County Council. The booklet can have up to



16 sections but each booklet contains only those sections of interest to each child, with additional sections being added in the light of changing circumstances, usually after a case review.

The section dealing with "Care and Control" gives children advice on what to do if they feel they are being wrongly treated. The advice is similar to that contained in the Durham booklet and a similar contact card system operates.

iii. London Borough of Camden

Camden Borough issues a handbook, entitled "Straight Answers", to each child in care. The book was written with a view to answering as many questions as possible which a child in care might ask and is arranged in alphabetical sections - from "Acts" to "Ward of Court".

Under the heading "Complaints" children are advised to:

- (a) talk the complaint over with the residential worker or foster parent and, if necessary, a social worker or parent;
- (b) write to named Assistant Directors of fieldwork and residential care if they are unhappy with the way the complaint has been handled or if they want to talk to anyone else about it;
- (c) if still unhappy, ask a local councillor to pass the complaint to the local ombudsman to investigate;
- (d) contact a local councillor if the complaint involves a service provided by the Council.

## ELEMENTS OF A COMPLAINTS PROCEDURE FOR CHILDREN IN CARE AND THEIR PARENTS

- 3.1 It is important to differentiate between the handling of complaints which allege criminal activity and those alleging non-criminal ill-treatment. Sexual malpractice is clearly criminal in nature; a bad institutional practice, such as denying a child his meals, is not. However, it is not always so easy to categorise a complaint in this way. For example a complaint alleging physical ill-treatment could turn out to be concerned with serious criminal assault or, at the other extreme, could be found to involve a child having been lightly slapped by way of a reprimand.
- 3.2 There should be a clear understanding that complaints which appear to allege criminal activity should be referred immediately to the Director of Social Services in the case of a statutory home or the Chairman of the Management Committee\* in the case of a voluntary home. The Director/Chairman would be responsible for deciding whether, on the basis of the evidence available, the Police should be notified or whether further information would be required before a decision on whether or not to inform the Police could be made.
- 3.3 It must also be recognised that in certain circumstances children may feel that they can reasonably and confidently make a complaint to a member of staff within the home. This is most likely to happen where the cause for complaint is a source of aggravation rather than serious distress or fear; these matters should, in the main, be capable of resolution quickly within the home. Staff should bear in mind that an explanation of the reason for a particular decision in terms which are understandable to the child may have a significant impact on the way in which a child views the decision.
- 3.4 Insofar as children may be encouraged to discuss their complaints in the first instance with any houseparent or the head of the home it is important that the child should not experience, or have any cause to fear, retaliation or victimisation. Inevitably, this places a clear responsibility on the head of the home and those with management responsibility for child care to ensure that victimisation does not take place.
- 3.5 However, in some circumstances, perhaps because of the experience giving rise to the complaint, the child may be fearful of registering a complaint within the home or have no confidence that a complaint made to staff within the home would be investigated fully and effectively. In this situation there must be another avenue through which the matter can be pursued, namely, a formal complaints procedure.
- 3.6 In operating a complaints procedure for children in care, the interests of the child must be seen as the main consideration. While all possible steps should be taken to observe the rights of staff the protection of the children must be the first and most important concern.
- 3.7 To be effective a complaints procedure:
- must be known about;
  - must be easily understood;
  - must react swiftly when a complaint is made to resolve problems as soon as possible;
  - must be trusted by complainants and staff.

\*It is recognised that structures vary between voluntary organisations. The term "Chairman of the Management Committee" is used throughout this paper for ease of reference, to mean the person who heads the governing body of the voluntary home involved.

3.8 The main elements which a complaints procedure for children must, therefore, include are:

- an explanation of what constitutes a ground for complaint;
- an explanation of how complaints may be made and to whom. Account must be taken of the fact that complaints may be made not only by children of varying ages and understanding but also by parents, teachers, neighbours, etc., on behalf of the child;
- a method for passing these explanations to children and their parents;
- suitable machinery to ensure that complaints are recorded and investigated and the outcome notified to the complainant;
- a system for monitoring the level and nature of complaints made and the action taken to resolve them;
- an explanation for staff of how the system should operate;
- safeguards for staff against unwarranted and unfounded allegations and for complainants against possible victimisation.

These aspects will be developed further in the rest of this paper.

CHAPTER 4

## GROUNDS FOR COMPLAINT

What Constitutes a Ground for Complaint

- 4.1 A child must be helped to understand what constitutes reasonable treatment and what does not. A child may, on the basis of previous experience within his or her family, actually expect harsh treatment from staff and, if the child does not realise that such treatment is contrary to good child care practice and in breach of the rules applying in the residential unit, he or she may accept it without complaint. The child must therefore be made aware of his or her rights and what staff may or may not do, for example, in respect of punishment.
- 4.2 Abuse and ill-treatment in children's homes can fall into the following main categories:
- excessive physical punishment
  - physical ill-treatment
  - psychological ill-treatment
  - sexual abuse
  - bad institutional practices
  - neglect or lack of care
- 4.3 What is required is a definition of ill-treatment which will be readily understood by children in care and their parents. It must also command widespread support and be workable. The definition of ill-treatment in residential care contained in the booklet given to children in care by Durham County Council is as follows:
- "(a) all forms of punishment to the body, for example, striking, slapping, smacking, shaking or kicking;
  - (b) not letting you have meals;
  - (c) stopping you visiting your parents when it has already been agreed;
  - (d) actions by staff that make you look small, such as not talking to you; being blamed for everything, being made to wear second-hand clothes, or clothes that don't fit you; or being kept in pyjamas all day or being made a fool of, etc.;
  - (e) being locked up in a room;
  - (f) when the staff run down your parents to you or other children;
  - (g) being punished when you wet your pants or your bed;
  - (h) anything that takes away your dignity or self-respect, in other words, makes you feel small".
- 4.4 This is not suggested as a comprehensive or ideal statement of what might be construed as ill-treatment for the purposes of lodging a complaint but simply as an indication of the sort of criteria and description which might be appropriate. It should be noted that the Conduct of Children's Homes Direction (NI) 1975 and the Children and Young Persons (Voluntary Homes) Regulations (NI) 1975 still permit the use of corporal punishment in children's homes but stress that resort to corporal punishment should be

avoided as far as possible. In practice, all Health and Social Services Boards have abolished the use of corporal punishment in their children's homes and, likewise, the majority of voluntary homes no longer resort to corporal punishment. Consideration will be given at an early stage to amending the Direction and Regulations to remove the provision permitting corporal punishment and forbid its use.

4.5 Comments and views are therefore invited on:

- The sort of treatment which should constitute a ground for complaint;
- The terms in which ill-treatment might be defined or presented;
- The ways in which children could be helped to understand what would constitute grounds for complaint about their treatment in residential care;
- The ways in which parents could be made aware of what would constitute grounds for complaint about the treatment of their children in residential care.



CHAPTER 5

## MAKING A COMPLAINT

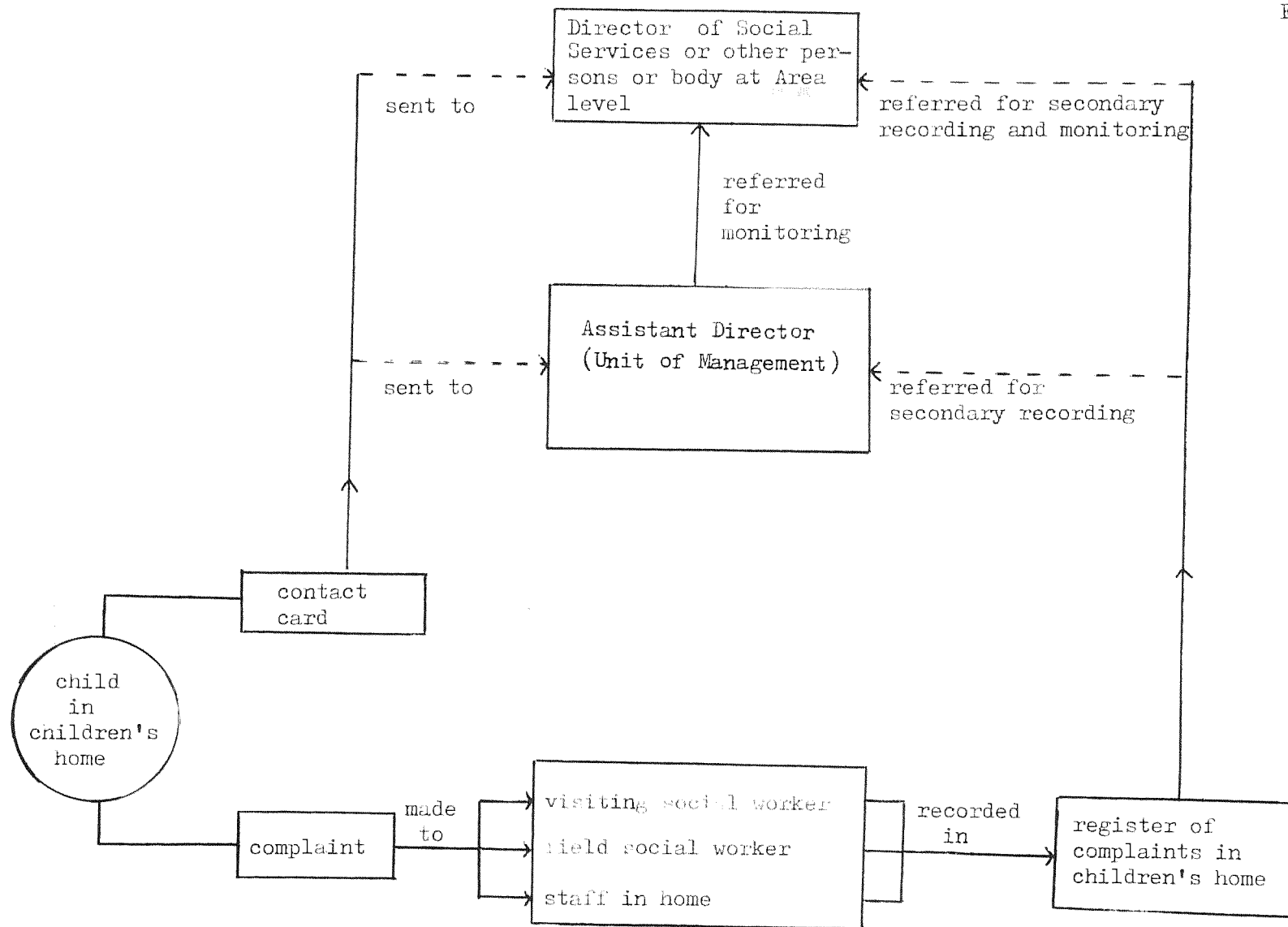
- 5.1 The concern in this Chapter is to identify the means by which children in residential care or their parents might lodge a complaint. The recording, investigation and monitoring of complaints is dealt with in Chapter 7.
- 5.2 As indicated in para 1.12 each child in care, whether in a statutory or voluntary home, has access to a field social worker of a Board. This social worker, who would visit the child, on average, about once a month, has a key role in the care of the child and would be expected to have a close relationship with the child and a comprehensive knowledge of his or her circumstances. The field social worker might therefore be considered to be the natural first contact point for the purposes of a complaint by a child who feels constrained from approaching the residential care staff.
- 5.3 In addition, the existing requirements of the Conduct of Children's Homes Direction (NI) 1975 and the Children and Young Persons (Voluntary Homes) Regulations (NI) 1975 that each month every home must be visited to ensure that it is being conducted in a way which furthers the well-being of the children, provide a further potential contact point through which a complaint might be registered, namely, in the case of statutory homes, the visiting Board social worker and, in the case of a voluntary home, the person authorised by the administering authority (in practice, often a member of the Management Committee of the home). If a child did not wish to make a complaint within the home or to his or her social worker the matter could be raised with the visiting social worker or voluntary visitor as appropriate. There would be liaison between the visiting social worker/voluntary visitor and the child's own social worker so that each was aware of the child's problem.
- 5.4 It would, of course, be fundamental to such an arrangement that the visiting social worker or voluntary visitor attend the home at regular and reasonable intervals and at a time previously known to children. Children would require easy access to the visitor and freedom to speak to them without the presence of other staff. As the visitor to each home would become the known point of contact for children in the home, ideally the one person should carry out the functions on a continuing basis, rather than a different person being nominated to visit each month.
- 5.5 It would be most important for the visitors to have a thorough knowledge of good practice and be skilled in communicating with children. The ability to communicate would be particularly vital in the case of younger children who would be least able to make known any ill-treatment. These aspects form part of professional social work training; in the event of the role being undertaken by a person other than a social worker, training would be required. It would be important also that field social workers, visiting Board social workers and voluntary visitors be specifically designated as contact points for the purposes of making complaints and that their responsibilities in this regard be fully explained to the children concerned.
- 5.6 There must also be a fail-safe arrangement for those children who do not wish to use those channels or who, having used them, are not satisfied that their complaints have been fairly dealt with. It is suggested that in these circumstances use might be made of the contact card system described

in para 2.6. The named person in respect of statutory homes might be the Assistant Director of Social Services (Unit of Management) and in the case of voluntary homes, the Chairman of the Management Committee.

- 5.7 A further option within the statutory sector would be for the recipient of the contact card to be located at Area level, rather than Unit of Management level if this was thought desirable. This would mean that staff at local level would be identified as being available to receive complaints, but the complainant could choose to by-pass the local staff from the outset or could refer the complaint to Area level if dissatisfied with the action already taken locally to try to resolve the complaint. The possible recipient of the contact card at Area level would be one of those listed at paragraph 5.13.
- 5.8 Figure 3 depicts the channels for complaint described above in respect of statutory homes including the options for the recipient of the contact card being located either at Unit of Management level or Area level. It also shows the possible arrangements for the recording and monitoring of complaints outlined in Chapter 7. Figure 4 depicts the system which might operate in respect of voluntary children's homes.
- 5.9 Respondents to the document will wish to consider and comment upon the desirability and feasibility of arrangements such as those described above as a framework within which complaints might be lodged.
- 5.10 Further elaboration is, of course, possible. Each statutory children's home is visited at least every quarter by a Member of the responsible Board's Personal Social Services Committee. Insofar as Committee Members are present in the home and are known to the children, a child, if aware that he was free to do so, could make any complaints known to the Committee Member. It is doubtful, however, whether quarterly visits would be sufficiently frequent to present an adequate opportunity for children to make complaints.
- 5.11 In the case of voluntary homes, while there is no legislative requirement for members of Management Committees to visit the homes, such visits do take place. These members could receive complaints from children in the same way, referred to above, as the members of the Boards' Personal Social Services Committees. Again, however, visits of reasonable frequency would be necessary.
- 5.12 It is conceivable also that there would be those that consider that the key person through which a complaint might be lodged should be the visiting Member of the Personal Social Services Committee and that staff within the Unit of Management should not be formally designated as contact points for the purposes of making a complaint. In this case, the considerations detailed at paragraphs 5.4 and 5.5 would certainly apply and there would also be a need to consider carefully who should be the recipient of the contact card in the event of this being considered necessary. In the case of voluntary homes the complaint might be lodged with the visiting member of the Management Committee.
- 5.13 Under this arrangement the recipient of the contact cards in respect of statutory homes could be:
  - a. the Chairman of the Health and Social Services Board in whose area the children's home in question is located; or

RECEIPT, RECORDING AND MONITORING OF COMPLAINTS  
RELATING TO STATUTORY CHILDREN'S HOMES

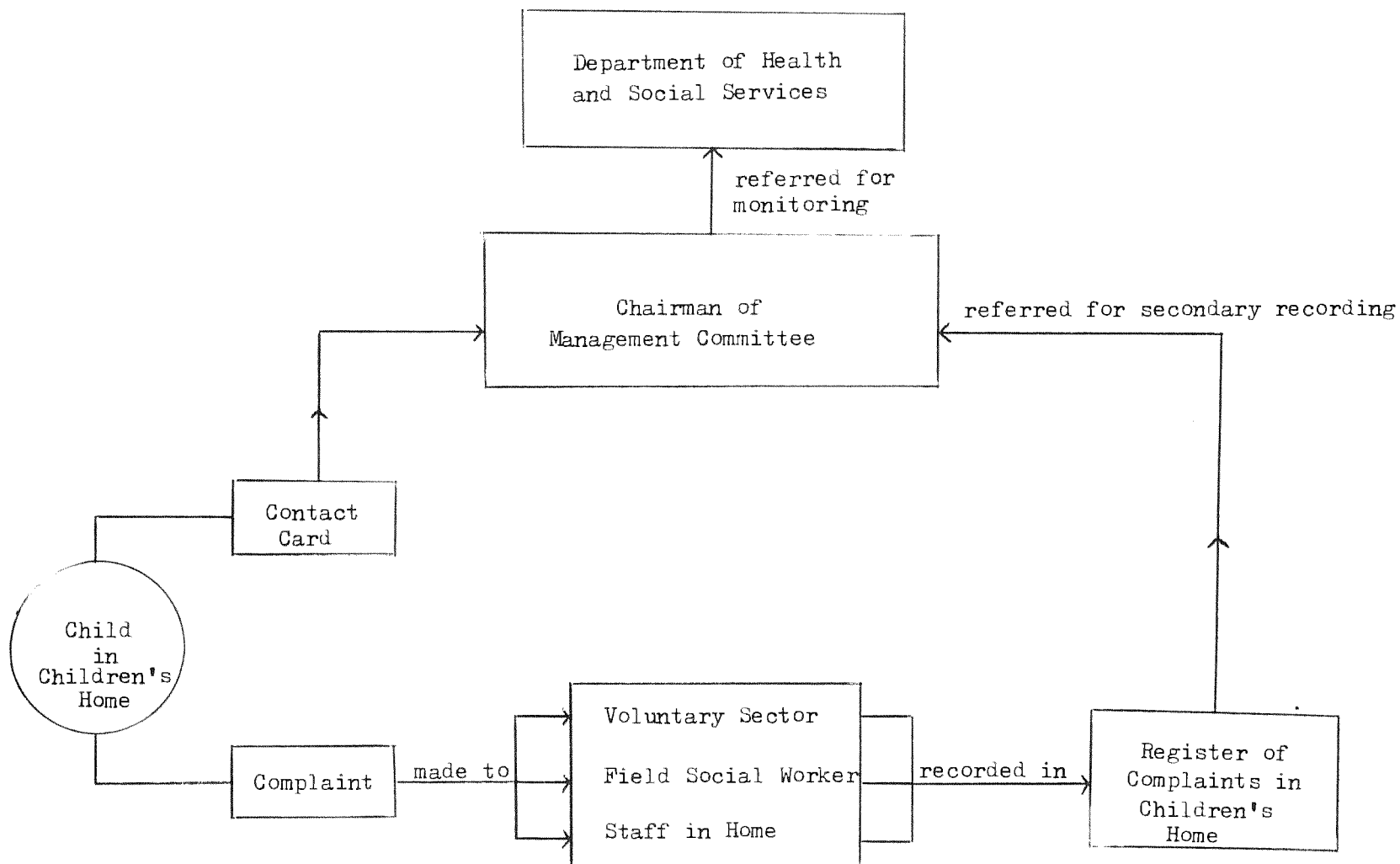
Figure 3



-----denotes choices presented in this Paper

Figure 4

Receipt, Recording and Monitoring of Complaints  
relating to Voluntary Children's Homes



- b. the Chairman of the Board's Personal Social Services Committee; or
- c. the Director of Social Services.

- 5.14 In the case of a voluntary home, the recipient of the contact cards would again be the Chairman of the Management Committee of the home.
- 5.15 The recipient of a complaint, either directly in the course of a visit or through the use of a contact card, would then carry the responsibility for having action taken to investigate the complaint and for seeing that the investigation was completed satisfactorily, and for ensuring that the complainant was advised of the outcome.

#### Complaints by Parents

- 5.16 The above arrangements are designed primarily with the needs of children in mind but parents too may wish to lodge a complaint and would need to be alerted to the various contact points for this purpose. It is suggested, however, that the arrangements described above could be readily extended to parents.

#### Means of Informing Children and Parents

- 5.17 For a complaints procedure to have any chance of being effective, children and parents for whom the procedure is designed must be fully and clearly informed of its existence and how it should be used. The relevant information could be made available:
- through a booklet provided for each child, with a further booklet for his parents;
  - through an oral explanation of the system;
  - through the provision of a booklet, accompanied by an oral explanation.
- 5.18 Views would be welcomed on the most appropriate method of ensuring that children and parents receive adequate information about the complaints procedure in operation and, if it is felt that an oral explanation should be given, either in place of or in addition to an information booklet, the person by whom that explanation should be given.
- 5.19 Boards and voluntary organisations would also need to ensure that a full explanation is given to their staff of the channels through which complaints by children and their parents may be made.
- 5.20 Comments and views invited on:
- appropriate arrangements through which children and parents might lodge a complaint;
  - the introduction of contact cards for use by children in residential care and their parents;
  - the persons to be named as recipients of contact cards in respect of children in statutory homes;
  - the persons to be named as recipients of contact cards in respect of children in voluntary homes;



- the feasibility of parents using the same type of complaints procedure as their children;
- the ways in which children and their parents can be fully informed of the existence of the procedure and how it operates. .

## CHAPTER 6

## COMPLAINTS FROM OTHER SOURCES

Complaints by Staff

- 6.1 Occasions might arise when the residential care staff in the home or the child's own social worker wish to make a complaint about some aspect of the child's care. As with complaints made directly by children or parents, many matters raised by staff on behalf of the children should be capable of resolution within the home through discussion with the head of the home. However, there may be instances in which staff do not feel it would be appropriate to raise the matter within the home but wish to register the complaint at a higher level.
- 6.2 In such circumstances, complaints relating to voluntary homes could be raised with the Chairman of the Management Committee of the home in question. Complaints by staff relating to statutory homes could be raised with the residential and day care manager with oversight of the home concerned. It is suggested that only in circumstances where staff feel that the matter could not be resolved locally should they take it directly to Area level. Staff would need to be informed of the way in which they could register complaints about any aspect of the treatment of children in residential care.

Complaints by Teachers or other Staff in the Education Sector

- 6.3 Children in care, like other children, spend most of the time outside the home attending school. It is possible, therefore, that a teacher or other person within the education sector, such as an educational welfare officer or educational psychologist, may on occasion observe or become aware of some aspect of the treatment which a child in care is receiving within a residential unit which gives cause for concern. In such circumstances, a number of options exist for registering that concern. Taking due account of any existing procedures relating to home/school contacts, complaints are likely to be made:
- a. directly to the head of the home involved, for resolution at that level;
  - b. to the child's social worker perhaps through the educational welfare officer;
  - c. directly to Area level of the appropriate Health and Social Services Board or, if a voluntary home is involved, to the Management Committee of the home.
- 6.4 While children, parents, staff and teachers could be informed relatively easily of the channels of complaint which would operate, it would not be feasible to ensure that all parties, who might have cause for concern at some time about the treatment of a child in residential care, could be similarly well-informed. For example, people living close to a children's home might observe an instance of what they consider to be ill-treatment, but would not be aware of the channels for complaint used by staff or parents. In these circumstances the likelihood is that they would complain to:
- the head of the home;
  - the Police;

- public representatives;
- the local social services office or possibly to the Health and Social Services Board, the Management Committee responsible for the home or the Department of Health and Social Services.

6.5 Since complaints from sources other than children, parents and staff are likely to be raised at a variety of levels, effective arrangements would be needed to ensure that all such complaints were recorded and fed into whichever investigatory process is eventually agreed for use by children in residential care and their parents. The recording of complaints is considered in Chapter 7.

6.6 Comments and views are invited on how complaints from staff, teachers or others might best be registered with a view to investigation, bearing in mind the suggestions for recording of complaints contained in Chapter 7.

CHAPTER 7

## RECORDING, INVESTIGATION AND MONITORING OF COMPLAINTS

Recording of Complaints

- 7.1 The Conduct of Children's Homes Direction (NI) 1975 and the Children and Young Persons (Voluntary Homes) Regulations (NI) 1975 both require homes to maintain records, including a record of events of importance connected with the home.
- 7.2 It is suggested for consideration that each children's home should in future be required to keep a record of all complaints received in the home, from any source, relating to the treatment of a child living in the home, and the way in which the matter was resolved. This could either take the form of a separate record book or be included within the existing record of events of importance, and views on this would be welcomed.
- 7.3 If a child or parent chose not to make a complaint within the home but to the child's social worker instead, it is suggested that the complaint should also then be recorded in the register of complaints within the home, as should complaints made to any person visiting the home.
- 7.4 Comments would also be welcomed on the need for complaints not only to be registered in the home but also to be copied to a higher level for recording. If it were felt that such double recording should take place, it is suggested that, as a preliminary to investigation, complaints in respect of statutory homes might be referred for recording to the Assistant Director (Unit of Management). Should it be considered desirable and practicable to by-pass the Unit of Management, complaints in respect of statutory homes might be referred to the Director of Social Services for secondary recording. In the case of voluntary homes, complaints might be referred for recording to the Chairman of the Management Committee. Views on these suggestions are invited.
- 7.5 It is recognised that many complaints will be of a minor nature and, as indicated in Chapter 3, should be capable of resolution quickly within the home or by social work staff at local level. It may therefore be felt that the type of recording systems outlined above would be unnecessary in respect of this type of complaint and that the operation of such a system of recording would result in trivial matters being needlessly brought to the attention of staff at higher levels. It is suggested, however, that the recording arrangements detailed above should be applied to all complaints and that the operation of the procedure should be reviewed after a suitable trial period.

Investigation of Complaints

- 7.6 This section does not attempt to cover all the steps involved in the investigation of complaints or to define the role of social work, administrative or other staff in that process. Health and Social Services Boards already have mechanisms for investigating complaints which they receive and are well placed to determine the detailed procedures most suitable for their organisations. Similarly, the variations in the size and structure of voluntary bodies are such that it would be inappropriate to suggest that a uniform system of investigation of complaints could be developed. The Department will, however, wish to be assured that the bodies concerned have adequate arrangements whereby complaints arising within the residential child care system can be investigated.

- 7.7 Nevertheless, there are a number of points of principle which, it is suggested, must be observed in dealing with a complainant and with staff during the investigation process, and which should be reflected in whatever investigating arrangements are applied in practice:
- a. the complainant should know that his complaint is being recorded and should be consulted about the accuracy of the record made;
  - b. the complainant should be told how long it is likely to be before an answer can be expected; if the problem cannot be dealt with in that time he should be kept informed regularly until the position is resolved;
  - c. if a complaint is recorded by post, the complainant should be contacted and informed of the name of the person who is taking the lead in dealing with the complaint and where he may be contacted;
  - d. there should be no time limit within which a complaint must be made if it is to be investigated;
  - e. staff against whom complaints are made should be informed of the complaint at the earliest possible opportunity;
  - f. the rights of staff should be safeguarded during any investigation process.
- 7.8 A detailed procedure has been devised for dealing with disciplinary cases in respect of staff of Health and Social Services Boards. This procedure includes guidance on the action to be taken, including the need to inform a member of staff, in writing, of the allegations made against him, to give him the opportunity to make his explanation either in writing or by personal interview accompanied, if he so desires, by the representative of his trade union or professional or staff association. Wherever practicable, investigation, including where appropriate a personal hearing, should be completed within 72 hours of the report of the alleged offence. The procedure also covers circumstances in which precautionary suspension or, in cases of a very serious nature, summary dismissal without notice or warning is imposed, and outlines the rights of staff in those situations. It is suggested that the procedure, which is reproduced at Appendix II, should be sufficient to protect the interests of staff who come within the scope of a complaints procedure.
- 7.9 Boards and voluntary organisations, as employers and as bodies concerned with the welfare of children accommodated in the homes which they run, may on occasions face a situation where a serious allegation of misconduct is made against a member of staff. As stated in para 3.6, the welfare of the child must be the main concern, and this can call for difficult decisions to be taken. Boards and voluntary organisations will have to decide whether or not to suspend the member of staff pending the outcome of an investigation, recognising the stigma which might attach to the person as a result, and whether or not to transfer a child or children from the care of the member of staff concerned, recognising the upheaval which this would cause to the child or children involved.
- 7.10 Anonymous complaints may also be received by Boards or voluntary organisations. The fact that they are anonymous may reduce the weight attaching to them, and the way in which they should be followed up will be a matter for the judgement of the staff or body receiving such complaints. A general guide might be that, while anonymous complaints which are clearly



trivial or vexatious in nature might be disregarded, allegations of a more serious nature, especially those alleging abuse of trust or misconduct towards children, should be shown to the member of staff concerned and investigated.

### Monitoring of Complaints

- 7.11 So far, the focus of consideration in this paper has been on individual complaints. Such complaints must obviously be the subject of rigorous scrutiny on their separate merits. However, this alone is not enough. There are circumstances in which the full extent of abuse or bad practice can only be revealed or a pattern become apparent through an overview being taken of all the cases arising within a children's home, a Unit of Management or an Area. The regular collation and examination of complaints on this wider basis might help identify areas where change is needed or management action required.
- 7.12 The expectation is that complaints recorded in statutory and voluntary homes would be seen by members of the Social Work Advisory Group of the Department of Health and Social Services in the course of inspections carried out under Section 168(1) of the Children and Young Persons Act (NI) 1968. Complaints recorded in statutory homes would also be seen on a quarterly basis by the member of the Personal Social Services Committee who is required to visit under the terms of the Conduct of Children's Homes Direction (NI) 1975. In addition, complaints recorded in statutory homes would be seen on a monthly basis by the visiting social worker and in voluntary homes by the voluntary visitor.
- 7.13 However, there are a number of problems which militate against responsibility for the monitoring of complaints being carried out by either the Department's Social Work Advisory Group, in the course of inspections, the member of the Personal Social Services Committee, the visiting social worker or voluntary visitor. Of necessity, the inspections carried out by the Social Work Advisory Group are infrequent, and scrutiny during those inspections could not therefore be regarded as adequate monitoring of the complaints recorded in children's homes. Equally telling is the fact that it is unlikely that the same Personal Social Services Committee member would carry out the quarterly visits to every statutory children's facility in the Area, and it would be difficult to conclude that these visits could be an effective monitoring system, even if complementary to scrutiny by the Social Work Advisory Group. The same conclusions apply to monitoring by the visiting social worker or the voluntary visitor. It would not be possible for the visiting social worker or the voluntary visitor to identify broad trends in complaints at the level of individual homes. Collation and scrutiny of complaints would have to be carried out at a higher level in the system.
- 7.14 The main possibilities within a complaints procedure with a Unit of Management focus would be that monitoring of complaints relating to statutory homes would be carried out by the Assistant Director (Unit of Management) or by the Unit of Management Team, with information about the level and type of complaints received being passed to the District Committee. However, as many Units would contain only one or two children's homes, such an arrangement would present essentially the same disadvantages as attempts by the visiting social worker to monitor at the level of individual homes.
- 7.15 It would appear, therefore, that whatever the arrangements for making and recording a complaint, an overview of complaints made might best be carried out at Area level, by either the Assistant Director of Social Services

(Child Care), the Director of Social Services, the Area Executive Team, a complaints sub-committee of the Board, the Personal Social Services Committee of the Board, or by the Board itself.

7.16 Monitoring of complaints in the voluntary sector might take place at Management Committee level. However, as some Management Committees cover only one voluntary home, the Committee would face the same problems as the voluntary visitor in attempting to monitor. The alternative is for the monitoring function in respect of voluntary homes to be carried out by the Department of Health and Social Services, as the body responsible for registering voluntary homes, on the basis of regular returns made by each Management Committee.

7.17 Views are invited on:

- whether all complaints should be recorded;
- whether a separate record book should be used to register complaints in each children's home or whether complaints should be recorded as part of the record of events of importance;
- the level at which complaints made to persons, other than the staff of the home, should be recorded;
- whether complaints made to staff in the home should also be copied to a higher level for further recording;
- if so, the most appropriate level at which that further recording should take place;
- whether the points listed at paragraph 7.7 as principles to be observed within the process of investigating complaints are appropriate, and whether any additional points might merit consideration;
- whether complaints should be collated and examined on a regular basis at a central point; and, if so,
- at what level monitoring could best be carried out in respect of complaints involving statutory children's homes;
- at what level monitoring could best be carried out in respect of complaints involving voluntary children's homes.

CHAPTER 8

## MODEL SCHEME

- 8.1 Options were set out in Chapters 5 and 7 for systems to allow the initiation, recording and monitoring of complaints by children in residential care or their parents, either within a locally-based procedure or an Area-based system. Comments have been invited on all the options described.
- 8.2 It is suggested, however, that there would be advantages in developing a scheme which would allow complaints to be made, recorded and investigated within Units of Management, but with the complaints being monitored at Area level. The system shown below has been drawn up on this basis. It sets out in broad terms the elements of and steps involved in the procedure. Comments on this Model Scheme are invited.

Proposed System8.3 a. Explanatory Booklets

Each child coming into care and his/her parents would receive a booklet explaining their rights in readily understandable terms. The booklets would define ill-treatment and outline the channels through which complaints could be made. Care would be taken by staff to ensure that the child and his parents fully understood the complaints procedure.

b. Making a Complaint

Children and parents would be advised that, in the event of them wishing to lodge a complaint, they should inform either the staff within the children's home, the child's social worker and/or the visiting social worker or the voluntary visitor, as appropriate.

Both child and parents would also be given a contact card which they could use if they did not wish to make their complaint to staff locally, or if having done so they were dissatisfied with the action taken.

The contact cards for children in statutory homes and their parents would be addressed to the Assistant Director (Unit of Management). The cards for children in voluntary homes and their parents would be addressed to the Chairman of the Management Committee of the home.

c. Recording of Complaints

Complaints raised within a statutory home would be recorded there and also copied to the Assistant Director (Unit of Management). Complaints made to the child's social worker or the visiting social worker should also be recorded in the home and copied to the Assistant Director (Unit of Management).

Complaints raised within a voluntary home would be recorded there and also copied to the Chairman of the Management Committee. Complaints made to the child's social worker should also be recorded in the home and copied to the Chairman of the Management Committee.

d. Investigation of Complaints

The Assistant Director (Unit of Management) would be responsible for ensuring that complaints relating to statutory homes were investigated and appropriate action taken. He would be expected to investigate personally all complaints notified to him through the use of contact cards. The Chairman of the Management Committee would have similar responsibilities in respect of complaints relating to a voluntary home.

e. Monitoring of Complaints

The Assistant Director (Unit of Management) would notify the Director of Social Services of complaints involving statutory homes and the action taken to resolve them. The Director of Social Services would have responsibility for monitoring all complaints relating to statutory homes within the Area, and would report on a regular basis to the Personal Social Services Committee or a complaints sub-committee of the Board.

The Chairman of the Management Committee of each voluntary home would notify the Department of Health and Social Services of complaints received and the action taken to resolve them. The Department would have responsibility for monitoring all complaints relating to voluntary homes in Northern Ireland.

CONCLUSION

1. The aim of this paper is to stimulate discussion with a view to developing a complaints system which would allow children and their parents, with grounds for complaint, to make known their concern, which would ensure that such complaints were admitted to a recognised mechanism for investigation and resolution.
2. It is also vital that staff should not feel that the introduction of formalised procedures displays a lack of trust in the manner in which they carry out a difficult and demanding task. Staff should not feel that their every action will be under critical scrutiny, even suspicion, or that the quality of care which they are providing is being constantly and unfairly questioned. Staff, as well as children and parents, must have confidence in the justice of whatever system is developed, and be assured that they will be protected and will have the understanding and support of the public at large in the event of malicious allegations being made against them.
3. Comments are invited on the points raised in Chapters 4, 5, 6 and 7 and on the Model Scheme outlined in Chapter 8, so that definitive guidance can be prepared on:
  - what constitutes ill-treatment for the purposes of making a complaint;
  - how children and parents can be informed of the grounds for complaint;
  - how children, parents and other interested groups can make complaints;
  - how complaints should be recorded;
  - the principles which should be observed in investigating complaints;
  - the arrangements which should be made for monitoring complaints.
4. Once the comments have been considered, the Department will issue definitive guidance to Boards and voluntary organisations on the form of the complaints procedure which should operate in respect of residential care. The Department, at that stage, will require details of the investigation procedures in operation to be submitted for approval.



## CHILDREN'S HOMES IN NORTHERN IRELAND

Statutory HomesRegistered Voluntary HomesEastern Area

Ettaville Hostel, Belfast  
 Willowfield, Belfast  
 North Road, Belfast  
  
 Palmerston Assessment Centre,  
 Belfast  
 Mount Oriel Hostel, Belfast  
  
 Rosebank, Belfast  
 Firbeck, Belfast  
 Easthope, Belfast  
 Adelaide Park, Belfast  
 Somerton Road, Belfast  
  
 Williamson House, Belfast  
  
 Family Group Home I, Ballysillan  
 Family Group Home II, Ballysillan  
 Shore House, Belfast  
 Flatlets, Antrim Road, Belfast  
 Marmion, Holywood  
 Family Group Home, Newtownards  
 Family Group Home, Downpatrick  
 Appletree House, Downpatrick  
 Terrace Hill, Shaw's Bridge  
 Glenmore House, Lisburn

Victoria Homes, Belfast  
 Glendhu, Belfast  
 Hopedene Mother and Baby  
 Unit, Belfast  
  
 Johnston Memorial, Belfast  
 Carraigfoyle, Belfast.  
 Marianville Mother and Baby  
 Unit, Belfast  
  
 Nazareth House, Belfast  
 Nazareth Lodge, Belfast  
 St Joseph's, Belfast  
 Tara Lodge, Belfast  
 Mayflower Mother and Baby  
 Unit, Belfast  
  
 Barnardo's Satellite Unit,  
 Ballysillan  
  
 Childhaven, Millisle  
 Rubane House, Kircubbin  
 Simpson House, Bangor  
 Bryansglen Avenue, Bangor  
 Manor House, Lisburn

Northern Area

Dhu Varren, Portrush  
 Firmount Hostel, Antrim  
 Ballee, Ballymena  
  
 Bank House, Whitehead  
 Prince's Gardens, Larne  
 Coulter's Hill, Ballyclare  
 Carnview, Newtownabbey

Manor House, Ballycastle  
 Sharonmore, Ballyduff  
 Barnardo's Satellite Unit,  
 Rathcoole

Statutory HomesRegistered Voluntary HomesSouthern Area

Family Group Home, Armagh  
Drumglass, Dungannon  
  
Gleneyre, Portadown  
Novara Hostel, Portadown  
Bocombra, Craigavon

Orana, Newry  
Marianvale Mother and  
Baby Unit, Newry  
Nazareth House, Portadown

Western Area

Fort James, Londonderry  
Harberton House, Londonderry  
Coneywarren, Omagh  
Coleshill, Enniskillen

Nazareth House, Londonderry  
Bellevue Hostel, Londonderry

## PROCEDURE FOR DEALING WITH DISCIPLINARY CASES

The following procedure has been devised for dealing with cases involving officers of a Health and Social Services Board (hereinafter referred to as "the Board") in which disciplinary action is contemplated. These procedures shall also apply mutatis mutandis to disciplinary cases involving officers of the Northern Ireland Central Services Agency for the Health and Social Services and the Northern Ireland Staffs Council for the Health and Social Services. They do not apply to Medical and Dental staff, the Chief Administrative Officer, Chief Administrative Nursing Officer and Director of Social Services of the Board, the Chief Administrative Officer of the Agency nor the Director of the Staffs Council.

Disciplinary action for the purposes of this procedure shall include -

- a. formal warning or reprimand;
- b. withholding of an increment;
- c. downgrading; and
- d. dismissal.

## 1 General Principles

The following general principles are applicable to all disciplinary cases:-

- a. an officer shall be made fully aware in writing of any adverse report giving rise to the question of disciplinary action and shall be given every opportunity to answer it;
- b. at an early stage of the proceedings he shall be given a copy of this procedure;
- c. at all stages disciplinary proceedings shall be completed as quickly as is compatible with the need to ensure that justice is done and is seen to be done;
- d. any disciplinary action shall be appropriate to the insubordination, incompetence, inefficiency or misconduct established; and
- e. any mitigating circumstances and the previous record of service of the officer concerned shall be taken into account.

## 2. Responsibility for Disciplinary Action

Disciplinary action shall be the responsibility of the Board or duly authorised level of management to which disciplinary powers have been delegated (hereinafter referred to collectively as "the Disciplinary Authority").

The levels of management (or disciplinary authorities) responsible for disciplinary action in respect of offences involving the various grades of staff are as follows:

Disciplinary Action	Grade of Staff	Disciplinary Authority
Treatment of Minor Offences	All Grades	Supervisor or immediate superior
Formal Warning or Reprimand )	All Grades	Head of Department (not being the immediate superior*)
Final Warning )		
Withholding of ) increment and ) downgrading )	i. Manual Grades and salaried staff with a maximum salary of less than a Higher Clerical Officer	
Precautionary )	- at District Level	District Officer
Suspension )	- at Board Headquarter Level	Assistant Chief Officer
	ii. Salaried staff with a maximum salary equal to a Higher Clerical Officer up to but excluding 3rd level Management staff	
	- at District Level	District Officer and Assistant Chief Administrative Officer (Personnel)
	- at Board Headquarter Level	Chief Officer and Assistant Chief Administrative Officer (Personnel)
	iii. 2nd and 3rd Level Management staff	Chief Officer concerned and Chief Administrative Officer
Dismissal (incl summary dismissal)	All Grades up to but excluding 3rd Level Management staff	
	- at District Level	District Officer and Assistant Chief Administrative Officer (Personnel)
	- at Board Headquarter Level	Chief Officer and Assistant Chief Administrative Officer (Personnel)
	2nd and 3rd Level Management staff	Chief Officer concerned and Chief Administrative Officer

\*Where the Head of the Department is also the immediate superior, the  
Disciplinary Authority shall be the next higher level of management.

### 3 Treatment of minor offences or failings which may lead to disciplinary action

Minor offences or failings should be dealt with by the officer's immediate superior as they come to notice. Repeated minor offences should be drawn to the officer's attention in writing and he should be given the opportunity to explain them. In the event of failure on the part of the officer to give a satisfactory explanation, the matter should be reported to the appropriate Disciplinary Authority for consideration as to whether a formal warning or reprimand should be issued.

### 4 Preliminary investigation

The Disciplinary Authority shall be responsible for establishing all the facts necessary to enable a balanced decision to be reached. The Disciplinary Authority shall ensure that the officer is notified in writing of the alleged offence(s) and is given the opportunity to make his explanation either in writing or by personal interview accompanied, if he so desires, by the representative of his trade union or professional or staff association. Wherever practicable, investigation, including where appropriate, a personal hearing should be completed within 72 hours of the report of the alleged offence.

### 5 Formal warnings and reprimands

Formal warnings or reprimands must be accompanied or followed by advice to the officer of the consequence of repetition or continuance of the offence giving rise to this disciplinary action. A final warning shall however not be given until the officer assisted, if desired, by a representative of his trade union or professional or staff association, has had an opportunity to make representations against such final warning to the appropriate disciplinary authority. Such warnings or reprimands shall be deleted from the officer's records after a period not exceeding twelve months satisfactory conduct or in the case of a final warning not exceeding two years satisfactory conduct.

### 6 Precautionary suspension pending a decision

In special circumstances, precautionary suspension may be imposed immediately by the Disciplinary Authority pending formal investigation of the alleged offence or pending the outcome of an appeal. In all such cases the officer should continue to receive his full normal remuneration even though in some cases suspension may necessarily be for a period which cannot be determined in advance.

### 7 Summary dismissal

In cases of a very serious nature the Disciplinary Authority has the right of summary dismissal without notice or warning. An officer summarily dismissed may appeal against his dismissal in the normal way, but his dismissal should not be set aside pending the outcome of the appeal.

### 8 Disciplinary Decisions

Disciplinary decisions together with the reasons therefor shall be notified in writing to the officer concerned who shall be informed of his right to appeal to the Board stating the grounds of his appeal within 7 days. Where the disciplinary action results in the withholding of an increment the officer shall also be informed that its restoration shall be dependent upon and become effective after the satisfactory performance of his duties over a specified period. In the event of appeal, disciplinary action other than summary dismissal (paragraph 7) and precautionary suspension (paragraph 6) shall be deferred until the appeal has been heard. The appeal should normally be held within 21 days of lodgment of the appeal.



## 9 Composition of Appellate Body

An appeal to the Board shall be heard by an Appeal Committee consisting of 2 members of the Board and 2 Officers, one of whom shall, where appropriate, be of same profession as the appellant. The Chairman of the Appeal Committee shall be appointed from the 2 members of the Board.

## 10 Appeal Hearing

The following procedures shall operate at the appeal hearing:-

- a. no member of the Board or officer thereof, who is directly involved in the circumstances leading to the disciplinary proceedings, shall take any part in the hearing except as a witness or as the presenting officer;
- b. where the officer's professional competence is in question the Appeal Committee shall invite a suitably qualified and experienced senior officer in the same profession from another Board to attend the hearing as an assessor;
- c. an assessor shall be free to put questions during the hearing and to take part in the discussion of the case by the Appeal Committee conducting the hearing but not to vote when the decision is taken;
- d. the officer shall be given at least 7 days' notice of the time and place of the appeal hearing, together with a clear statement of his right to appear there personally, either alone or with a representative of his trade union or professional or staff association. If the officer considers it essential legal representation may be allowed at the officer's expense;
- e. at the hearing the case against the officer shall be presented first and any witnesses called in support of the case should also be examined at this stage; the Chairman of the Appeal Committee shall conduct the case and examine witnesses, although other members of the Committee may put further questions;
- f. the officer shall be present during the hearing of all the evidence put before the Appeal Committee and shall have full opportunity himself, or through his representative, to question any witness; he should be permitted to call witnesses himself and the Board should make available any member of staff required as a witness;
- g. after all witnesses have been heard and the officer or the person accompanying him has had an opportunity of addressing the Appeal Committee, all parties except members of the Appeal Committee, assessors, and its officers shall retire; it is important that the presenting officer and any officer who has given evidence before the Appeal Committee shall retire from the room while the evidence is considered;
- h. the Appeal Committee shall have the right to recall any witness but if this is done, the officer and his representative shall have the right to be present while the witness is further questioned.

## 11 Issue of decision by the Appeal Committee

The Board and the appellant shall be notified in writing without delay of the decision of the Appeal Committee, and where the decision involves disciplinary

action against the officer, the reasons for it and the operative date shall be stated.

## 12 Arbitration

Where an officer remains aggrieved following a disciplinary decision given by the Appeal Committee under paragraph 11, arbitration may, by agreement between the parties to the dispute, be sought under the Industrial Courts Act 1919 within 28 days of the date on which the officer received notification of the Appeal Committee's decision.

ESG/PK. EB.566/83

31st January, 1984,

The Secretary,  
Department of Health & Social Services,  
Dundonald House,  
Upper Newtownards Road,  
Belfast,  
BT4 3SF.

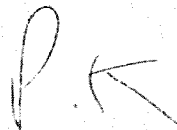
Dear Sir,

Consultative Paper on a Complaints Procedure for  
Children in Residential Care and their Parents.

I refer to your letter of 21st October, 1983, and am attaching, as requested, the Board's comments which are incorporated in Paper No. PSSC/5/84.

When the Paper was considered at the Board, a Member asked for particular attention to be paid to paragraph 10 on Page 5.

Yours faithfully,



Secretary and Chief Administrative Officer.

IN CONFIDENCE  
( official use only)

PAPER NO. PSSC/5/84

EASTERN HEALTH AND SOCIAL SERVICES BOARD

Response of the Eastern Health and Social Services Board to the Consultative Paper on a Complaints Procedure for Children in Residential Care and their Parents issued by the Department of Health and Social Services on 21st October, 1983.

.....

The Board is conscious of the worrying background to this Consultative Paper particularly the sexual abuse of boys which has taken place in children's residential facilities administered by the Board and which highlighted a need to improve the supervision and management of these facilities as an urgent priority.

In addition to the initiatives taken by the Department of Health and Social Services, the Board's Working Party, which was set up in December, 1981 to examine the monitoring arrangements for residential facilities, reported in February, 1983. The Department has received this report and will be aware that the chapter on "Rights of, and Representation for, Residents and Children in Residential Care" identifies deficiencies in the existing complaints procedure and recommendations are made to introduce an internal complaints procedure specifically for residents and children in residential care and to outline the form this should take. There is consequently complete agreement with the Department that such a complaints procedure is necessary.

However, it is important that a complaints procedure should be viewed in its proper context as part of the policy for and practice of good professional care in the Board's residential facilities and placed alongside the general information and house rules which should be communicated to children and parents. The Board's Working Party emphasised this approach and the resource implications. The Board believes that this approach is essential to prevent an imbalance being created in residential care by one aspect being given more weight and attention than other equally or more important factors.

The prevention of the causes of complaints should be a primary aim and this can best be achieved by generally improving the standard of residential care. The Board's strategy to achieve lasting improvements is outlined in the Report on the Monitoring Arrangements for Residential Homes.

The Department asks for comments on the points raised in chapters 4,5,6 and 7 of the Consultative Paper and on the model scheme outlined in Chapter 8 so that definitive guidance can be prepared on:

- what constitutes ill-treatment for the purposes of making a complaint;
- how children and parents can be informed of the grounds for complaint;
- how complaints should be recorded;
- the principles which should be observed in investigating complaints;
- the arrangements which should be made for monitoring complaints.

The Department acknowledges that there are shortcomings in any definition suggested or in any proposed model. Also, as has been stressed earlier in the Board's response, it is important to keep a complaints procedure within the context of the policies for and practice of good professional care. For these reasons, the Board has taken the view that the most constructive response it can make to the Consultative Paper is to outline a proposed model for the Board which takes account of the points raised in the paper and the recommendations of the Board's Working Party on this subject. Any model will require further refinement and should be reviewed after it has been in operation for at least a year.

The definition of the grounds for complaint is fraught with difficulty. It is important that every disagreement in a children's home, many of which may be legitimately viewed as part of social learning, is not perceived as grounds for a complaint.

The line the Department takes of attempting to define the main categories of abuse is endorsed by the Board as the most practical approach in the circumstances.

However, the Board would suggest amendments to the categories as follows:-

- (a) any physical punishment;
- (b) physical deprivation;
- (c) emotional abuse;
- (d) sexual abuse;
- (e) bad professional practice.

It is important from the child's perspective that the grounds for complaint are written in language that he understands. Also, the information in regard to the grounds for complaint and the procedures to be followed should be part of a more general information booklet for children in care and their parents.

It is the intention in the Board as a follow-up to the recommendations of the Working Party on Monitoring Arrangements for a small group of Personal Social Services staff to be convened to look in detail at this subject and produce general information booklets which will incorporate information on the Board's internal complaints procedure.

Although children should be well informed regarding the complaints procedure, it would be unacceptable to put the onus or responsibility on children in care to pursue a complaint properly. This responsibility should be placed on the staff who receive a complaint.

The following model for an internal complaints procedure for children in residential care and their parents is proposed by the Board.

1. All complaints from a child or parent should be recorded in a book kept in the residential facility specifically for that purpose. The record should include a summary of the action taken and outcome. A standard complaints register will be compiled for use in the Board's residential facilities for children.



- (a) A primary worker system should operate in all residential facilities. This would ensure that a primary worker (residential child care member of staff) was assigned to every child in residential care. The primary worker would be in the best position to discover whether the child had any complaint to make and to deal with it.
- (b) The field social worker who, under the Board's current procedures for the review of progress of children in care, has to visit a child in residential care at least once every month, should ascertain from the child in the course of his visit whether the child has any cause for complaint.
- (c) The primary worker and field social worker should discuss the child's progress during the visit of the field social worker to the home and share information on any complaints which the child has made and the action taken. They should agree a joint record of the discussion and this should be incorporated in both the child's personal file in the residential facility and the records held on the child and family in the fieldwork office.

A similar procedure should be followed in regard to contact with parents and any complaints parents may make in regard to the care or treatment of their child in the residential facility.

- (d) The joint record should be seen by both the Senior Social Worker (Team Leader) and Officer-in-Charge of the residential facility as part of their staff supervision role. It would be the expectation that most complaints of a minor nature could be dealt with by the practitioner staff and their respective team leaders, i.e. Officer-in-Charge of the home and Senior Social Worker (Team Leader).
  - (e) The primary worker and field social worker should be jointly responsible for ensuring that the child and parents are kept informed of the action which has been taken and should explain the reasons for any delay in dealing with a complaint.
3. Children's residential facilities are visited at least once every month by a Principal Social Worker or Assistant Principal Social Worker (residential and Day Care). As part of the monitoring process the Principal Social Worker or Assistant Principal Social Worker should check the complaints register and ascertain what action has been taken. He should ensure that all complaints entered in the register have been responded to and dealt with.
  4. The current Board procedures for the review of progress of children in care provide for the review of a child one month following admission and, thereafter, on at least a six monthly basis. The recommendations of the Board's Working Party on monitoring arrangements introduce an independent element to reviews after children have been in residential care for a year or two years, depending on the age of the child. Information should be available at the review meetings of any complaints made by, or in regard to, the child and the action taken and outcome. This will ensure that information on complaints is shared between appropriate practitioner and management staff on an ongoing basis.



5. Unresolved or serious complaints should be reported immediately to the District Social Services Officer for him to personally investigate. If the complaint remains unresolved, the District Social Services Officer should notify the Director of Social Services for him to personally investigate the complaint.
6. The Director of Social Services should investigate unresolved complaints and report these to the Personal Social Services Committee along with the action that has been taken and the outcome.
7. A distinction should be made between complaints which amount to alleged criminal offences and those which do not. Procedures for dealing with alleged criminal offences are outlined in the Board's Working Party's report on monitoring arrangements as follows:-

(a) If a criminal offence is alleged by a resident against any of the following:-

- (i) a member of the home's staff;
- (ii) any other member of the Board's staff;
- (iii) any member of the District Committee, Personal Social Services Committee or Board;
- (iv) the Medical Officer for the home,

then the member of staff, District Committee, Personal Social Services Committee or Board member to whom this is reported should immediately notify the District Social Services Officer for the District in which the home is located, or, in his absence, the member of staff who is deputising for him. The District Social Services Officer, or his deputy, should immediately report the alleged offence to the Police and notify the Director of Social Services. The District Social Services Officer, or his deputy, should inform the member of staff, or District Committee, Personal Social Services Committee or Board member, who reported the alleged offence, and the resident, that the Police have been notified.

(b) If a criminal offence is alleged by a resident against

- (i) another resident;
- (ii) any other person not included in para. 7 (a),

then the member of staff, District Committee, Personal Social Services Committee or Board member to whom this is reported should immediately notify the Officer-in-Charge of the home, or, in his absence, the member of staff who is deputising for him. The Officer-in-Charge, or his deputy, should immediately inform the appropriate District residential manager. The District residential manager should immediately report the alleged offence to the Police and inform the Officer-in-Charge, or his deputy, the District Social Services Officer and the Director of Social Services, that he has done so. The Officer-in-Charge, or his deputy, should inform the member of staff, or District Committee, Personal Social Services Committee, or Board member, who reported the alleged offence, and the resident, that the Police have been notified.

In addition to staff reporting alleged offences, residents should be facilitated to also report the alleged offence to the Police. Residents should be made aware of the procedures which have to be carried out in the event of an allegation being made which amounts to a criminal offence.

8. Information on the number and nature of complaints that have been made and the action taken and outcome should be included in the annual audit of the care provided at the residential facility as part of the monitoring process and made available to the members of the Personal Social Services Committee visiting the residential facilities and the Department of Health and Social Services as recommended in the report of the Board's Working Party on monitoring arrangements.
9. Children in care and their parents are entitled to know their rights. The primary worker and field social worker should jointly discuss these with both the child and his parents as soon after admission or committal to care as possible and should explain the internal complaints procedure. Both the child and parents should be given a copy of the Information Booklet which will include information on the grounds for complaint and the procedures to be followed. A joint record should be prepared of this discussion by the primary worker and field social worker and incorporated in the records of the child and family held in the residential facility and fieldwork office.
10. A contact card addressed to the District Social Services Officer should be included in the Information Booklet given to the child. However, it should be made clear that this is only to be used when the child feels that he cannot confide in the primary worker or field social worker.
11. Complaints which originate from outside the residential facility should be referred to the primary worker and field social worker for action by the appropriate team leader, i.e. Officer-in-Charge of the home or Senior Social Worker (Team Leader).
12. Any member of staff has the right to go direct to the District Social Services Officer with any complaint if he is of the opinion that it is not being properly dealt with.

These procedures will be incorporated in the policy and procedures manual for the staff of children's residential facilities when it is being revised in accordance with the recommendations of the Board's Working Party on monitoring arrangements.

It is indicated in the introduction to the Consultative Paper that comment should be made in regard to the relevance of the complaints procedure to children in other forms of substitute care, but no reference is made in the paper to the needs of these children. Around 30% of children in the care of the Board are in foster homes and, in some ways, are more vulnerable than children in residential facilities. The same principles and procedures should be applied to children in foster homes. The foster parents and field social worker should share information on a similar basis to the primary worker and field social worker and adequate records should be maintained. Children in foster homes and their parents should receive Information Booklets which should include information on an internal complaints procedure.

In addition to the visits by the field social worker to the foster child which, at present, take place at least once every month, it may be advisable to introduce occasional visits to the foster home by the Senior Social Worker (Team Leader) as part of the monitoring of the care of children in foster homes.

The Board wishes to introduce a formal internal complaints procedure as soon as possible as part of the steps to be taken to improve the quality of residential care for children. However, the resource implications of these improvements must be recognised and, if the necessary additional resources cannot be identified, it may not be possible to reach the standards the Board would wish to see.

WITNESS NAME: HEALTH AND SOCIAL CARE BOARD

DATE: 23 May 2016

The Inquiry into Historical Institutional Abuse 1922 to 1955

Fionnuala McAndrew

Rule 9 – KINCORA

Exhibit 42



P/A

KIN-1432A

DUNDONALD HOUSE  
UPPER NEWTOWNARDS ROAD  
BELFAST  
BT4 3SF

30 April 1986

Dear Sir

COMMITTEE OF INQUIRY INTO CHILDREN'S HOMES AND HOSTELS - THE HUGHES INQUIRY

The Report of the Hughes Inquiry was published on 4 February 1986, and copies were issued by the Department to a wide range of interests.

The Secretary of State for Northern Ireland, in announcing the publication of the Report, indicated that the Department would be pursuing the recommendations with interested parties as a matter of urgency.

The Hughes Inquiry was required by its terms of reference to report to the Department. All the Report's recommendations will impact on the residential child care services provided by Health and Social Services Boards and voluntary child care organisations, and other bodies will also have an interest in the recommendations. The Department therefore feels that all interested parties should have an opportunity to comment on the Report's recommendations. The purpose of this letter is to initiate such consultation, and it has been issued to those listed in Appendix A.

The Department has examined the recommendations of the Report and, for the purpose of consultation, has divided them into 2 categories:

- those which the Department endorses and on which action could, and should, now be taken;
- those on which the Department has not reached a firm view.

The recommendations in the first group are set out in Appendix B. They include those where the lead is to be taken by the Department and those where the lead falls to other bodies. Appendix B also indicates the body (or bodies) with whom the initiative lies in respect of each recommendation. The Department is already pursuing a number of the recommendations and would ask that, where the lead falls to others, the bodies concerned should now take action towards implementation and, in responding to this letter, should describe the extent to which such action has been taken. All recipients of this letter should, however, feel free to include comment on the recommendations if they so wish. At the end of the period of consultation, the Department will outline to interested parties its progress on implementing those recommendations on which it is taking the lead.



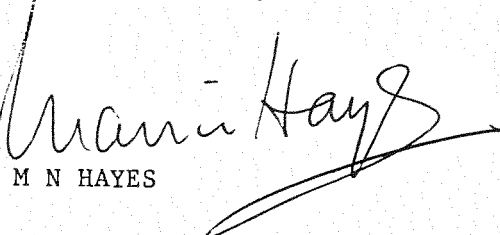
Recommendations in the second group are set out in Appendix C. The Department has not come to a firm view on these recommendations and is therefore seeking the views of interested parties so that decisions can be made about the feasibility of these recommendations and, if appropriate, the method and timing of implementation. These recommendations relate to:-

- remuneration of residential child care staff
- monitoring of residential child care services
- inspections by the Social Work Advisory Group of residential facilities
- proposed extensions to the complaints procedure for children in residential care and their parents
- management arrangements within residential facilities.

Meetings between the Department and Boards to discuss the Boards' monitoring arrangements are currently taking place as part of the annual monitoring cycle. These are providing an opportunity for preliminary discussion of the recommendations in the Hughes Report relating to monitoring arrangements. However, it would be helpful if the considered views of Boards could also be included in their overall response to this letter.

Comments on the recommendations of the Hughes Report, and on the extent to which action has been taken to implement those recommendations listed in Appendix B, are requested by 18 July 1986. Comments should be sent to The Secretary, Department of Health and Social Services, Child Care Branch, Room 506A, Dundonald House, Upper Newtownards Road, Belfast BT4 3SF.

Yours faithfully

  
M N HAYES



APPENDIX A

LIST OF RECIPIENTS

General Managers, Health and Social Services Boards

CAO, Central Services Agency

Director, NI Training Council

Association of Directors of Social Services

Association of District Committees

Barnardo's

Sisters of Nazareth

Belfast Central Mission

Sisters of Mercy

St Patrick's Catholic Orphan Society

Good Shepherd Sisters

National Council of Voluntary Child Care Organisations (NI)

Central Personal Social Services Advisory Committee

NI Health and Social Services Council

Central Concil for Education and Training in Social Work (NI)

British Association of Social Workers (NI)

Social Care Association (NI)

Social Work Staffs Joint Council

General Joint Council

NIPSA

COHSE

NUPE

ICTU

RUC

RECOMMENDATIONS WHICH THE DEPARTMENT ENDORSES AND ON WHICH ACTION SHOULD NOW BE TAKEN

1. The Department should adopt certain proposals arising from the First Report of the Home Office/DHSS (London) review concerning disclosure of criminal convictions of those with access to children, and consider adopting any improved arrangements which emerge in the future (paragraph 13.14). (Department to lead)
2. It should be mandatory for child care organisations to take up references from all relevant employers, including current employers, in respect of prospective appointees (paragraph 13.15). (Department to lead)
3. The Department should consider whether existing research and practical experience provides a basis for an initiative in the use of personality and psychological tests in the recruitment and selection of residential child care staff (paragraph 13.17). (Department to lead)
4. The Department should establish the legal position regarding the exclusion of homosexuals from employment in residential child care and define its policy on this issue for the benefit of child care organisations (paragraph 13.21). (Department to lead)
5. Government should consider amending the Sex Discrimination (Northern Ireland) Order 1976 to allow child care organisations to adopt a deliberate policy of recruiting both male and female staff (paragraph 13.22). (Department to lead)
7. The Boards should consider, in consultation with staff interests, appointing residential child care staff to the service of Boards rather than to specific residential units (paragraph 13.25). (Boards to lead)
8. Child care organisations should give priority to enabling existing residential staff to obtain professional qualifications and to the appointment of qualified staff to residential posts (paragraph 13.29). (Boards and voluntary organisations to lead)
10. The Department should consider how child care organisations in Northern Ireland might contribute to and benefit from the CCETSW/NCVCCO project related to the training of staff who work with adolescents (paragraph 13.31). (Department to lead)
11. CCETSW should review the coverage of adolescent and child sexuality and sexual deviancy in its approved courses to ensure that practitioners are equipped to detect signs of sexual abuse (paragraph 13.32). (CCETSW to lead)

- KIN-1437
12. CCETSW should also review the coverage of the criminal law aspects of sexual and physical abuse (paragraph 13.32). (CCETSW to lead)
  13. In-Service training on monitoring of residential child care should continue and be refined in the light of developments in monitoring arrangements (paragraph 13.33). (Boards and Department to lead)
  14. Training profiles should be maintained for residential child care staff and their line managers (paragraph 13.34). (Boards and voluntary organisations to lead)
  15. A staff appraisal scheme should be introduced to cover staff responsible for residential child care (paragraph 13.36). (Boards and voluntary organisations to lead)
  16. All child care organisations should encourage regular staff meetings as an integral part of the management of homes and hostels (paragraph 13.38). (Boards and voluntary organisations to lead)
  17. All child care organisations should provide Job Descriptions to their residential and management staff (paragraph 13.39). (Boards and voluntary organisations to lead)
  18. All child care organisations should prepare procedural guides for their staff (paragraph 13.40). (Boards and voluntary organisations to lead)
  19. Procedural guides should include a statement of aims and objectives formulated specifically for each home or hostel (paragraph 13.41). (Boards and voluntary organisations to lead)
  20. The statutory visiting, inspection and reporting functions set out in the 1975 Direction and 1975 Voluntary Homes Regulations should be retained (paragraph 13.42). (Department to lead)
  27. The "signing in" requirement in the 1975 Direction and Regulations should be removed (paragraph 13.51). (Department to lead)
  28. "Administering authorities" of voluntary homes should formally designate the persons who visit homes on their behalf (paragraph 13.52). (Voluntary organisations to lead)
  29. Designated visitors should submit written reports to their "administering authority" and these reports should be open to the Department's Social Work Advisers (paragraph 13.52). (Voluntary organisations to lead)
  30. "Administering authorities" should be formally designated for the purposes of the 1975 Regulations (paragraph 13.52). (Department to lead)
  33. A written, initial treatment plan should be formulated for each child and young person admitted to residential care (paragraph 13.65). (Boards to lead)

34. Child care organisations should establish file structures which segregate papers for ease of access (paragraph 13.66) (Boards and voluntary organisations to lead)
35. Fieldwork and residential management should insist on a format of recording which clearly establishes the dates and frequency of social work visits (paragraph 13.66). (Boards to lead)
36. Children and young persons should be involved in their reviews as a rule and excluded only where the child's interests so dictate (paragraph 13.70). (Boards to lead)
37. Children and young persons should be consulted in advance of reviews, whether or not they are to attend (paragraph 13.70). (Boards to lead)
38. Six monthly reviews of children and young persons in residential care should, as in the case of children boarded out, be a statutory requirement (paragraph 13.72). (Department to lead)
39. All children and young persons in residential care should have a Primary Worker assigned to them (paragraph 13.75). (Boards and voluntary organisations to lead)
41. Visits by Social Workers should include a period when residential staff are not present (paragraph 13.77). (Boards to lead)
42. Child care organisations should evaluate the experience of those agencies which have adopted the Key Worker concept and should consider introducing it as a development of the Primary Worker system (paragraph 13.82). (Boards to lead)
43. Boards should consider whether experience of existing initiatives in moving from a generic to a specialist approach to Social Work provides a basis for a broader introduction of the specialist model (paragraph 13.86). (Boards to lead)
52. The Boards should ensure that suitable sex education is available to children and young persons in residential care (paragraph 13.116). (Boards and voluntary organisations to lead)
53. Prospective voluntary workers should be required to provide two references and their admission to homes and hostels be subject to the approval of line management (paragraph 13.117). (Boards and voluntary organisations to lead)
54. The Officer-in-Charge and a child's Key or Primary Worker should be consulted before prospective "social aunts and uncles" are interviewed (paragraph 13.119). (Boards and voluntary organisations to lead)

RECOMMENDATIONS ON WHICH THE DEPARTMENT HAS NOT COME TO A FIRM VIEW

6. The Boards, in consultation with the Department and staff interests, should introduce parity of pay between residential child care and fieldwork staff, linked to professional qualifications and training (paragraph 13.23).
9. Future appointments at Officer-at-Charge level should be limited to qualified candidates and a specific timetable should be established for progress in the professionalisation of the residential child care system (paragraph 13.30).
21. The Department should specify statutory visits and inspections, Social Worker visits and reviews as essential elements of annual monitoring statements by child care organisations (paragraphs 13.47).
22. These aspects of care should be monitored on a monthly basis by residential management and reported to Board Headquarters (paragraph 13.49).
23. The statutory visiting by PSSC members should be brought within the scope of the continuous monitoring arrangements (paragraph 13.50).
24. All voluntary child care organisations should adopt the practice of providing written guidance to persons responsible for statutory visiting and reporting duties (paragraph 13.51).
25. Informal contact with residents should be encouraged as part of the statutory duties undertaken by PSSC members and those who visit on behalf of the "administering authorities" of voluntary homes (paragraph 13.51).
26. Informal contact with residents should form part of statutory inspections by residential management and a scrutiny of residents' files should be undertaken (paragraph 13.51).
31. Annual inspections by SWAG should involve a sample scrutiny of residents' personal files to ensure that Social Work visiting and reviews are regular (paragraph 13.59).
32. The SWAG inspection programme should include unannounced visits and significant matters arising should be recorded and pursued (paragraph 13.60).
40. Monthly visiting by field Social Workers should be continued and made a statutory requirement (paragraph 13.76).



- KIN-1440
44. The monitoring arrangements of child care organisations should cover the regularity of medical inspections as well as the maintenance of medical records (paragraph 13.87).
  45. The right of children and parents to complain to persons outside the Social Services, including the police where appropriate, should be expressly mentioned in Booklets on complaints procedures (paragraph 13.99).
  46. Every criminal allegation made by a resident and sustained through the complaints procedures should be referred to the police except those which the Director of Social Services deems to be patently false (paragraph 13.101).
  47. Allegations of criminal misconduct should be the subject of a preliminary investigation by Social Services staff before they are referred to the police (paragraph 13.104).
  48. Complaints should be recorded in accordance with defined procedures (paragraphs 13.106-13.109).
  49. The collating capacity of the "secondary recording" process in the complaints procedures should be preserved (paragraph 13.109).
  50. Information, other than direct complaints, which implies a threat to residents should be recorded and dealt with in accordance with defined procedures (paragraphs 13.111-13.114).
  51. Access to records of complaints and other information relating to staff should be strictly confined to those with a "need to know" (paragraphs 13.108 and 13.113).
  55. Officers-in-Charge should be given management responsibility for all matters relevant to the internal management of the home (paragraph 13.120).
  56. The Department, Boards and voluntary child care organisations should review the results of their 1985 round of consultations on a regular basis (paragraph 13.121).

Dr. M.N. Hayes,  
The Permanent Secretary,  
Department of Health & Social Services,  
Dundonald House,  
Upper Newtownards Road,  
Belfast,  
BT4 3SF.

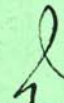
RM/PK.

1st October, 1986.

Dear Dr. Hayes, Committee of Inquiry into Children's Homes and Hostels  
- the Hughes Inquiry.

I write further to my letter of 7th July and enclose copy of a paper setting out the views of the Board on the recommendations of the Hughes Report and on the extent to which action has been taken.

Yours faithfully,



Director of Social Services.



THE COMMITTEE OF INQUIRY INTO CHILDREN'S HOMES AND HOSTELS  
- THE HUGHES INQUIRY.

RECOMMENDATIONS WHICH THE DEPARTMENT ENDORSE AND IN WHICH ACTION SHOULD NOW BE TAKEN

1. The Department should adopt certain proposals arising from the First Report of the Home Office/DHSS (London) review concerning disclosure of criminal convictions of those with access to children, and consider adopting any improved arrangements which emerge in the future (paragraph 13.14). (Department to lead).

Comments The Board wrote to the Department on the 2nd May 1986 in response to a request for comments on the proposals contained in the First Report of the Home Office/DHSS (London) review and attached a paper prepared by a multi disciplinary group following consultation with staff. This Paper supported the proposals made in the Home Office/DHSS (London) report. Many of the proposals made are already in operation in Northern Ireland.

2. It should be mandatory for child care organisations to take up references from all relevant employers, including current employers, in respect of prospective appointees (paragraph 13.15). (Department to lead).

Comments It is not clear what is meant by "relevant employers". If this means relevant employment, for example, the care of children or mentally handicapped people then we would support the recommendation. However, if it is taken to mean all previous employers then, in some cases, there could be a large number of references to be obtained which will be time consuming, may not in some cases provide any useful information and will undoubtedly lead to delays in the recruitment of staff.

3. The Department should consider whether existing research and practical experience provides a basis for an initiative in the use of personality and psychological tests in the recruitment and selection of residential child care staff (paragraph 13.17). (Department to lead).

Comments This is being investigated at present in that the Northern Ireland Training Council has organised courses to inform senior staff about the use of what is considered to be the most appropriate test at present namely FIRO B (Fundamental Interpersonal Relations Orientation Behaviour). Staff Organisations are opposed to the introduction of these tests and some of the Board's staff who have attended the courses have expressed doubt about its relevance and the results obtained.

The Board is at present considering whether it might be possible to test the usefulness of FIRO B for certain key posts such as Officer in Charge of children's residential facilities.

4. The Department should establish the legal position regarding the exclusion of homosexuals from employment in residential child care and define its policy on this issue for the benefit of child care organisations (paragraph 13.21). (Department to lead).



Comments The Board has expressed the view to the Department in the past that it is not desirable to employ people with a homosexual orientation in the direct care of children and that it would wish the Department to clarify the position as a matter of policy. The Board realises that it is unlikely that employing authorities will be allowed to discriminate on the basis of sexual orientation. However, the Department will be aware of the invidious position in which Board staff were placed at the Hughes Inquiry on this matter.

In essence, the situation appears to be that you may employ people with a homosexual orientation but you must ensure that they do not unduly influence children in this direction or sexually abuse them. This appears to be a classic "Catch 22" situation.

5. Government should consider amending the Sex Discrimination (Northern Ireland) Order 1976 to allow child care organisations to adopt a deliberate policy of recruiting both male and female staff (paragraph 13.22). (Department to lead).

Comments This has not been a problem. The Equal Opportunities Commission has been responsive to Board requests for exemption. However, these exemptions have to be sought with regard to each specific post and reasons given.

7. The Boards should consider, in consultation with staff interests, appointing residential child care staff to the service of Boards rather than to specific residential units (paragraph 13.25). (Boards to lead).

Comments At present it has been possible to transfer staff within Units of Management when there were good reasons for doing so and staff have been agreeable. Board wide contracts would offer flexibility and facilitate transfer of staff. However, it may not be welcomed by staff interests and if Boards are to take the lead in implementing this recommendation then co-ordinated action between Boards would be the best approach.

8. Child care organisations should give priority to enabling existing residential staff to obtain professional qualifications and to the appointment of qualified staff to residential posts (paragraph 13.29). (Boards and voluntary organisations to lead).

Comments This is Board policy. Secondment of residential child care staff to a C.Q.S.W. course will be available during the period 1986 - 1988 on a quota basis of three staff per annum. Officers in Charge and Deputies will be seconded on existing salaries and Houseparents on the Trainee Social Worker salary scale. One Officer in Charge has been seconded to a CQSW course commencing in September, 1986 and at least three other residential staff are interested in taking up this option.

The Department will be aware that this is additional to the present arrangements whereby residential child care staff are given priority to undertake training leading to the Certificate in Social Service qualification.

10. The Department should consider how child care organisations in Northern Ireland might contribute to and benefit from the CCETSW/NCVCCO project related to the training of staff who work with adolescents (paragraph 13.31). (Department to lead).

Comments The Board would welcome worthwhile training initiatives in work with adolescents.



11. CCETSW should review the coverage of adolescent and child sexuality and sexual deviancy in its approve courses to ensure that practitioners are equipped to detect signs of sexual abuse (paragraph 13.32). (CCETSW to lead).
- Comments The Board would welcome an initiative along the lines suggested and understands that CCETSW is consulting with employers on this matter.
12. CCETSW should also review the coverage of the criminal law aspects of sexual and physical abuse (paragraph 13.32). (CCETSW to lead).
- Comments The Board would support the coverage of these matters in existing CCETSW courses.
13. In-Service training on monitoring of residential child care should continue and be refined in the light of developments in monitoring arrangements (paragraph 13.33). (Boards and voluntary organisations to lead).
- Comments The Board has made a start on this with regard to the structured supervision of staff. However, in-service training needs to be extended to all staff involved in monitoring at the various levels and this has not yet taken place.
14. Training profiles should be maintained for residential child care staff and their line managers (paragraph 13.34). (Boards and voluntary organisations to lead).
- Comments This is underway in all Units of Management.
15. A staff appraisal scheme should be introduced to cover staff responsible for residential child care (paragraph 13.36). (Boards and voluntary organisations to lead).
- Comments Formal staff appraisal systems have been slow to develop in the past because of resistance from staff interests; the matter is currently being considered by the Social Work Staffs Joint Council.
16. All child care organisations should encourage regular staff meetings as an integral part of the management of homes and hostels (paragraph 13.38). (Boards and voluntary organisations to lead).
- Comments This is Board practice.
17. All child care organisations should provide Job Descriptions to their residential and management staff (paragraph 13.39). (Boards and voluntary organisations to lead).
- Comments This is Board practice.
18. All child care organisations should prepare procedural guides for their staff (paragraph 13.40). (Boards and voluntary organisations to lead).
- Comments This is Board practice. However, the Children's Homes Procedural Guide will require revision to incorporate recent developments such as the complaints procedure.



19. Procedural guides should include a statement of aims and objective formulated specifically for each home or hostel (paragraph 13.41). (Boards and voluntary organisations to lead).

Comments These statements are available at present but may require refinement.

20. The statutory visiting, inspection and reporting functions set out in the 1975 Direction and 1975 Voluntary Homes Regulations should be retained (paragraph 13.42). (Department to lead).

Comments The Board agrees with this recommendation but was of the opinion that the requirements regarding medical inspection and examination require revision. The Department will be aware of correspondence dated 8th August, 1986 from the Board on this matter suggesting that the Medical Officers duties should be changed to exclude the general supervision of the health of the children and the general supervision of the hygienic conditions of the premises. However, the response from the Department dated 5th September, 1986 indicates that these duties should be retained.

In addition the Board would wish to see Direction 3(3) amended to reflect more accurately the management structure and responsibilities. The Board would recommend that it should no longer be a requirement that monthly reports on residential facilities for children should be forwarded to the Director of Social Services. This responsibility should rest with the Assistant director of Social Services, Unit of Management, who should bring any matters of interest or concern to the attention of the Director of Social Services. The existing monthly reporting arrangements are leading to duplication of effort by senior staff at Unit of Management and Headquarters levels to no good purpose.

At present the number of reports which are received at Headquarters as a consequence of the requirements in the Conduct of Children's Homes Direction and the monitoring and inspectorial arrangements totals 306 per annum. This does not include reports on untoward incidents and complaints which have been averaging over 200 per annum during the last few years.

27. The "signing in" requirement in the 1975 Direction and Regulations should be removed (paragraph 13.51). (Department to lead).

Comments The Board agrees with this recommendation. It was honoured more in the breach than the observance and served no purpose. Dates of visits are recorded in officers and members' reports.

28. "Administering authorities" of voluntary homes should formally designate the persons who visit homes on their behalf (paragraph 13.52). (Voluntary organisations to lead).

Comments The Board agrees with this recommendation.

29. Designated visitors should submit written reports to their "administering authority" and these reports should be open to the Department's Social Work Advisers (paragraph 13.52). (Voluntary organisations to lead).



Comments The Board agrees with this recommendation.

30. "Administering authorities" should be formally designated for the purposes of the 1975 Regulations (paragraph 13.52). (Department to lead).

Comments The Board agrees with this recommendation.

33. A written, initial treatment plan should be formulated for each child and young person admitted to residential care (paragraph 13.65). (Boards to lead).

Comments The Board is making progress on this matter but it is not yet universally practised.

34. Child care organisations should establish file structures which segregate papers for ease of access (paragraph 13.66). (Boards and voluntary organisations to lead)

Comments This has been achieved in part and is being aimed for in all Units of Management.

35. Fieldwork and residential management should insist on a format of recording which clearly establishes the dates and frequency of social work visits (paragraph 13.66). (Boards to lead).

Comments This is Board practice.

36. Children and young persons should be involved in their reviews as a rule and excluded only where the child's interests so dictate (paragraph 13.70). (Boards to lead).

Comments This is Board practice.

37. Children and young persons should be consulted in advance of reviews, whether or not they are to attend (paragraph 13.70). (Boards to lead).

Comments This is Board practice.

38. Six monthly reviews of children and young persons in residential care should, as in the case of children boarded out, be a statutory requirement (paragraph 13.72). (Department to lead).

Comments The Board agrees with this recommendation. It is Board practice.

39. All children and young persons in residential care should have a Primary Worker assigned to them (paragraph 13.75). (Boards to lead).

Comments This is Board practice.

41. Visits by Social Workers should include a period when residential staff are not present (paragraph 13.77). (Boards to lead).

Comments This is Board practice.



42. Child care organisations should evaluate the experience of those agencies which have adopted the Key Worker concept and should consider introducing it as a development of the Primary Worker system (paragraph 13.82). (Boards to lead).

Comments This would require very careful consideration with regard to the role, qualifications, and experience of residential child care staff and has implications for the operation and management of the facility and staffing levels. However the Board would support the recommendations that the operation of current key worker systems should be evaluated and its introduction considered.

43. Boards should consider whether experience of existing initiatives in moving from a generic to a specialist approach to Social work provides a basis for a broader introduction of the specialist model (paragraph 13.86). (Boards to lead).

Comments The Board has agreed the introduction of such a model in all Units of Management and is at present in the process of planning and agreeing the changes required and the timescale for their implementation.

52. The Boards should ensure that suitable sex education is available to children and young persons in residential care (paragraph 13.116). (Boards and voluntary organisations to lead).

Comments Policy and procedures for dealing with sexual behaviour between children in residential care were issued for implementation with effect from 1st March, 1986. These include procedures to try to ensure that children and young people in residential care receive suitable sex education.

53. Prospective voluntary workers should be required to provide two references and their admission to homes and hostels be subject to approval of line management (paragraph 13.117). (Boards and voluntary organisations to lead).

Comments The Board agrees with this recommendation and, in addition, is in the process of revising policy and procedures for adult contact with children in care.

54. The Officer in Charge and a child's Key or Primary Worker should be consulted before prospective "social aunts and uncles" are interviewed (paragraph 13.119). (Boards and voluntary organisations to lead).

Comments The comments as for 53. above apply.

#### RECOMMENDATIONS ON WHICH THE DEPARTMENT HAS NOT COME TO A FIRM VIEW

6. The Boards, in consultation with the Department and staff interests, should introduce parity of pay between residential child care and fieldwork staff, linked to professional qualifications and training (paragraph 13.23).

Comments This is the aim of the Board but has major implications for example - resources, equivalency and parity with Great Britain. BASW is currently examining this issue.



9. Future appointments at Officer in Charge level should be limited to qualified candidates and a specific timetable should be established for progress in the professionalisation of the residential child care system (paragraph 13.30).

Comments The Board would like to implement this recommendation but it may not be immediately practicable. Recent responses to advertisements for Officer in Charge posts have been discouraging. At present there are two vacant posts and of the remaining fifteen Officers in Charge, five do not have a CCETSW recognised qualification. One of these Officers in Charge is at present on a CSS course and another has just commenced a course leading to the CQSW.

As already indicated, the Board is offering secondment to residential staff who wish to undertake training leading to the CQSW.

21. The Department should specify statutory visits and inspections, Social Worker visits and reviews as essential elements of annual monitoring statements by child care organisations (paragraph 13.47)

Comments The Board agrees with this recommendation. The essential elements identified would appear to be included in the recent letter and standards paper issued by the Department on 26th August, 1986.

22. These aspects of care should be monitored on a monthly basis by residential management and reported to Board Headquarters (paragraph 13.49).

Comments The Board agrees with this recommendation.

Recommendations 21 and 22 derive from a recommendation in the Eastern Board's "Report on the Monitoring Arrangements for Residential Homes" (February 1983). Indeed there is considerable similarity between many of the recommendations made in this report and those of the Hughes Inquiry.

23. The statutory visiting by PSSC members should be brought within the scope of the continuous monitoring arrangements (paragraph 13.50).

Comments The Board agrees with this recommendation. Whether or not field Social Workers are visiting in accordance with Board policy is already part of the monitoring by PSSC members and is included in the visiting members' report.

24. All voluntary child care organisations should adopt the practice of providing written guidance to persons responsible for statutory visiting and reporting duties (paragraph 13.51).

Comments This is Board practice and it is felt should be part of the practice of voluntary children's homes.

25. Informal contact with residents should be encouraged as part of the statutory duties undertaken by PSSC members and those who visit on behalf of the "administering authorities" of voluntary homes (paragraph 13.51).

Comments This is Board practice.



26. Informal contact with residents should form part of statutory inspections by residential management and a scrutiny of residents' files should be undertaken (paragraph 13.51).

Comments This is Board practice.

31. Annual inspections by SWAG should involve a sample scrutiny of residents' personal files to ensure that Social Work visiting and reviews are regular (paragraph 13.59).

Comments This is already part of the Quinquennial inspections and could be incorporated in the annual inspections as well. However, the Department may feel that it is sufficient to do this during major inspections.

32. The SWAG inspection programme should include unannounced visits and significant matters arising should be recorded and pursued (paragraph 13.60).

Comments The Board would not wish to seek to curtail the Department in any way with regard to its inspectorial functions. However, it is difficult to see how such visits can serve any useful purpose given the additional safeguards which have been introduced into the residential child care services such as a complaints procedure. Indeed it may well give rise to a feeling that residential staff cannot be trusted.

In the Units of Management staff responsible for the overall management of residential child care facilities do make unannounced visits but this is in the context of a close working relationship and as such does not create a feeling of mistrust.

40. Monthly visiting by field Social Workers should be continued and made a statutory requirement (paragraph 13.76)

Comments The Board agrees with this recommendation. This formally recognises good child care practice which was initiated in 1968 by Belfast Welfare Authority and continued by the Board.

44. The monitoring arrangements of child care organisations should cover the regularity of medical inspections as well as the maintenance of medical records (paragraph 13.87).

Comments This is Board practice.

45. The right of children and parents to complain to persons outside the Social Services, including the police where appropriate, should be expressly mentioned in Booklets on complaints procedures (paragraph 13.99).

Comments It should be self evident that parents and children have the right to complain to anyone. Moreover, to ensure that children are aware of this it could be incorporated in the booklets when they are next revised or alternatively added as an addendum to the existing booklets which are ready for distribution.

46. Every criminal allegation made by a resident and sustained through the complaints procedures should be referred to the police except those which the Director of Social Services deems to be patently false (paragraph 13.101).

Comments There should be referral to the police; it is hard to envisage an allegation 'sustained through the complaints procedure' being deemed to be patently false.



47. Allegations of criminal misconduct should be the subject of a preliminary investigation by Social Services staff before they are referred to the police (paragraph 13.104).

Comments Up to the present the police have not been prepared to accept that Social Services staff should undertake a preliminary investigation of allegations of criminal misconduct. They are likely to take the view that any investigation by Social Services staff could, unintentionally, render evidence inadmissible. In any event experience would suggest that police skills are required to establish whether or not allegations are false. Accordingly the Board would prefer to continue with arrangements as they are at present of immediate referral to the police. The Board would, of course, remain responsible for taking any action necessary under the disciplinary proceedings.

48. Complaints should be recorded in accordance with defined procedures (paragraphs 13.106-13.109).

Comments The Board's proposed Complaints Procedures for Children in Residential Care and Their Parents was submitted as requested to the Department for approval on 23rd June, 1986. As the Department is aware the Board met the original deadline set for the introduction of this procedure in July, 1985. However, on the instruction of NIPSA, staff refused to distribute the procedures or to implement them.

49. The collating capacity of the "secondary recording" process in the complaints procedures should be preserved (paragraph 13.109).

Comments This is Board practice and is part of the proposed procedures.

50. Information, other than direct complaints, which implies a threat to residents should be recorded and dealt with in accordance with defined procedures (paragraphs 13.11-13.114).

Comments The collection and collation of rumours and suspicions unless there is redress for the person against whom such rumours and suspicion is directed is contrary to the principle of natural justice. Unless a system can be devised for the investigation of such suspicions which is open and seen to be fair, further damage could be done to the morale of staff. In addition, the system would have to be agreed with staff interests.

51. Access to records of complaints and other information relating to staff should be strictly confined to those with a "need to know" (paragraphs 13.108 and 13.113).

Comments The Board agrees with this recommendation and has allowed for this in its proposed complaints procedures.



55. Officers in Charge should be given management responsibility for all matters relevant to the internal management of the home (paragraph 13.120).

Comments This would have implications for the Board's management arrangements of all residential facilities not just those for children and young people. In the interests of residents, particularly children, there is a great deal to be said for the Officer in Charge being managerially responsible for all the staff working in the facility. These staff have to work as a team. For example the cook in a children's home has to be prepared to organise her work in a way which will not only meet the nutritional needs of the children but also their need to acquire domestic skills. In this regard all the staff are contributing to the individual programmes of care for the children.

56. The Department, Boards and voluntary child care organisations should review the results of their 1985 round of consultations on a regular basis (paragraph 13.121).

Comments The Board and voluntary children's homes have already agreed that there should be a review of their working relationships on an annual basis.

### CONCLUSION

All the recommendations which rest with the Board to take the lead to implement have been implemented either wholly or partially with the exception of five recommendations.

These are Recommendations 7 appointment of residential staff to the Service of Boards; 9 limit Officer in Charge appointments to qualified candidates; 15 a staff appraisal system; 42 a Key Worker system and 45 mention the right to complain to persons outside Social Services in the Booklets on Complaints procedures. In each case reasons are given why these recommendations have not yet been implemented.

There are only four recommendations about which the Board has considerable reservations. These are Recommendations 2 take up references from all relevant employers; 32 unannounced visits by S.W.A.G; 47 preliminary investigations by Social Services staff of alleged criminal misconduct and 50 investigation and recording of rumour and suspicions.

However, in the case of Recommendation 2 the Hughes Committee may have had in mind the interpretation which the Board has placed on "relevant employers".

29.9.86.



WITNESS NAME: HEALTH AND SOCIAL CARE BOARD

DATE: 23 May 2016

The Inquiry into Historical Institutional Abuse 1922 to 1955

Fionnuala McAndrew

Rule 9 – KINCORA

Exhibit 43



# Northern Health and Social Services Board

OFFICE OF THE DIRECTOR OF SOCIAL SERVICES

*B in Bunting for*  
**KIN-1453**

COUNTY HALL, GALGORM ROAD, BALLYMENNA, N. IRELAND, BT42 1QB. Telephone: Ballymena 3332

30th September, 1986

FILE REFERENCE: DDS/JG

*Kathy,*  
*copy to lead*  
*ADSS UM*  
*RJB*  
*3.10.86*

The Secretary,  
Department of Health and Social Services,  
Child Care Branch,  
Dundonald House,  
Upper Newtownards Road,  
BELFAST  
BT4 3SF

For the attention of Ms. B. Major

Dear Sir/Madam,

## COMMITTEE OF INQUIRY INTO CHILDREN'S HOMES AND HOSTELS - THE HUGHES REPORT

At the last meeting between Directors and Chief Social Work Advisers, Directors undertook to seek to reach agreement with the RUC on the implementation of Recommendation 47.

Acting on behalf of Directors, I have agreed with the RUC the following joint statement:-

"The investigation of crime is a matter for the police. Investigative procedures and legal requirements are within their expertise. However, Social Services staff may make some preliminary enquiries in order to identify obviously false or malicious complaints. The extent of such enquiries must be commensurate with the circumstances and seriousness of the allegations, ensuring that police expertise in criminal investigations is introduced at the proper stage."

I enclose a copy of Mr. Monahan's letter to me confirming Police acceptance of this statement.

Yours faithfully,

D. D. SMYTH  
DIRECTOR OF SOCIAL SERVICES

Enc.

Telephone  
BELFAST 650222



KIN-1454

BROOKLYN  
KNOCK ROAD  
BELFAST  
NORTHERN IRELAND BT5 6LE

RUC REF: CM77/23/86

25 September 1986

*Dear Doug.*

COMMITTEE OF ENQUIRY INTO CHILDRENS HOMES AND HOSTELS - THE  
HUGHES ENQUIRY

At our meeting at Police Headquarters on 24 9 86, we discussed the full import of Recommendation 47 of the Hughes Report.

It is agreed that the following joint statement in clarification of the requirement of Recommendation 47 may be issued.

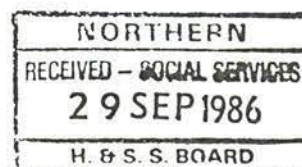
"The investigation of crime is a matter for the police. Investigative procedures and legal requirements are within their expertise. However, Social Services staff may make some preliminary enquiries in order to identify obviously false or malicious complaints. The extent of such enquiries must be commensurate with the circumstances and seriousness of the allegations, ensuring that police expertise in criminal investigations is introduced at the proper stage."

If there are any other matters requiring further discussion please do not hesitate to contact me.

Yours sincerely

*W G Monahan*

W G MONAHAN  
ASSISTANT CHIEF CONSTABLE CRIME



Mr Douglas Smith  
Director  
Northern Health & Social Services Board  
County Hall  
Ballymena  
Co Antrim  
BT42 1QB

WITNESS NAME: HEALTH AND SOCIAL CARE BOARD

DATE: 23 May 2016

The Inquiry into Historical Institutional Abuse 1922 to 1955

Fionnuala McAndrew

Rule 9 – KINCORA

Exhibit 44



KINGORA

KIN-1456

## EASTERN HEALTH AND SOCIAL SERVICES BOARD

EAST BELFAST and CASTLEREAGH DISTRICT

Mr. M. Gault Duty Rota 9<sup>th</sup> to 16<sup>th</sup> Sept. 78

SAT.	SUN.	MON.	TUE.	WED.	THU.	FRI.	SAT.
9 AM	2 PM	4 PM	4 PM	2 PM	4 PM	2 PM	7 AM
To	To	To	To	To	To	To	To
5 PM	5-30 PM	11 PM	11 PM	11 PM (Night Duty)	11 PM	11 PM (Night Duty)	1 PM on Call till Mr. Sample Arrives.

Duty Rota 9<sup>th</sup> to 16<sup>th</sup> Sept. 78

SAT.	SUN.	MON.	TUE.	WED.	THU.	FRI.	SAT.
8 AM	9 AM	7 AM	7 AM	7 AM	7 AM	7 AM	8 AM
To	To	To	To	To	To	To	To
4:30 AM	2 PM	4 PM	4 PM	12 Noon	4 PM	12 Noon	12 Noon
6 PM	5-30 PM			on Call 12 To 2 PM		on Call 12 To 2 PM	
To	To						
11 PM	11 PM						
N/D	N/D	N/D	N/D		N/D		

KIN-1457

KINICORA.

EASTERN HEALTH & SOCIAL SERVICES BOARD  
EAST BELFAST & CASTLEREAGH DISTRICT

Friday 8<sup>th</sup> Sept. 78.

Mr. M<sup>r</sup>. Gault Bn. To Mr.

4<sup>th</sup> Bn. To 6<sup>th</sup> Bn

(Night Duty) -



\HIA REF: [    ]

NAME: [ Fionnuala McAndrew ]

DATE: [27 May 2016]

**THE INQUIRY INTO HISTORICAL INSTITUTIONAL ABUSE 1922 TO 1995**

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**Witness Statement of the Health and Social Care Board**

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I, Fionnuala McAndrew, Director of Social Care and Children's Services, Health and Social Care Board, ("the Board"), will say as follows:

1. By correspondence dated 25<sup>th</sup> May 2016 the Inquiry has requested a further **Rule 9 Statement** from the Board in relation to **Kincora Boys' Hostel**. This statement is filed to respond to the queries raised therein.
2. The Board has filed a detailed statement dated 29<sup>th</sup> April 2016 to provide a chronology of missed opportunities to detect and prevent abuse occurring at Kincora. A further statement has since been filed, dated 23<sup>rd</sup> May 2016. At paragraphs 90 and 91 the Board has analysed, with reference to the statement of 29<sup>th</sup> April 2016, the systemic failings which are identified and accepted.
3. The Inquiry has now posed specific queries to the Board which are detailed herein below. Responses are provided to each. I also append hereto an updated and composite list of those failings that are accepted.

**When the 1967 complaints were made, should an instruction not have been given to all social workers with children in Kincora to be aware of the fact the allegations were made and without soliciting complaints to ascertain from those with whom they engaged as to whether they had any similar difficulty. If not, why not? Was this a systems failure? If not, why not?**

4. The Board does not consider that it was a systems failure in 1967 that the proposed instruction was not given to all Social Workers with children in Kincora.
5. In reaching this position, the Board has taken note of the fact that these allegations were investigated by the Chief Welfare Officer, with the assistance of the Children's Officer, and were not found to be substantiated. The Children's Officer, as a key officer that managed the hostel, was fully aware of the allegations.
6. Belfast Welfare Authority had a duty to the children in its care, which was discharged through the investigation of these complaints, evidenced by the contents of the 'Mason file'. The Children's Officer was also well informed to ensure he could discharge his function to monitor the Hostel.
7. Belfast Welfare Authority had another role, as the employer of Mr Mains. To disseminate unsubstantiated allegations about him would have been, in the HSCB's view, inappropriate.

**When in 1971 the District staff received a letter which was to be referred to the Central Police Station, was it not an obvious missed opportunity not to notice the direction on the envelope and provide it to the police. If not, why not? Was this a systems failure? If not, why not?**

8. The Board does not accept that there was any missed opportunity or systems failure arising from this particular aspect of the 1971 complaint.
9. The facts and circumstances of how this letter came to the attention of the Social Welfare Officer at the Townsend sub-office are detailed in the Hughes Report at paragraphs 3.144 to 3.146 of the Hughes Report [**HIA 738 – HIA379**]. The Board has also read and considered the evidence of the Social Welfare Officer at **KIN 71721** and **KIN 71731** wherein she confirmed that she did not see the endorsement on the envelope. It is, however, also necessary to note that she immediately took the letter to her Senior Welfare Officer, who did see the note

made on the envelope. That Officer became aware that no step was to be taken at the sub-office because a similar letter had been received at College Street Headquarters, and the Chief Welfare Officer was taking the matter forward.

10. The Board considers that the actions taken by these staff members were appropriate, in immediately ensuring that their superiors were aware of the complaints raised. It would not have been the role of these staff to make a determination about referral to police, that would have been a decision left to their superiors, in whose hands they were assured the matter would be taken forward. In making this assertion the Board notes that some three years later in 1974, regarding complaints by R15 that were not passed to police by a District Officer, the Hughes Report endorsed the position of the Board, stating: *"We do not criticise the [Senior Social Worker] for not making a referral to the police since it would have been irregular for him to do so without consulting Mr McGrath's District management"* [HIA 776, para 4.68].

11. The Board does however consider that there was a fundamental failure in 1971. Staff in Headquarters ought to have referred this complaint to police. This is addressed further below.

**Further in relation to the 1971 complaint from \_\_\_\_\_, at the end of his letter (KIN 1019) he was providing evidence of finding an ex-resident in Joe Mains' bed. Is there any evidence that anything was done with or about this piece of information? If nothing was done with this information, should something not have been done with it given it potentially involved adult homosexuality going on involving a member of staff at Kincora, including interviewing Mains' about it and also referring it to the police? Is if the case that the significance of this piece of information appears to have been completely overlooked? Was this a systems failure? If not, why not?**

12. In responding to this issue the Board would first note reference to "\_\_\_\_\_" as an "ex-resident". While this is now known to be true, \_\_\_\_\_ was discharged from Kincora in 1961. Upon reading the letter, unless the recipient immediately recognised the name "\_\_\_\_\_" it would not have been apparent

that this was an ex-resident. It seems, however that Mr Mason had made the connection in a record made in 1967. It was also clear that this was an allegation of another man in Mr Mains' bed at a time when homosexuality remained a criminal offence in Northern Ireland.

13. Upon receipt of the letter on 12<sup>th</sup> August 1971, an investigation was commenced by Mr Mason, Chief Welfare Officer and Mr William Johnston, Deputy Town Clerk. They, with Mr McCaffrey, Assistant Children's Officer, interviewed the complainant, \_\_\_\_\_ on 23<sup>rd</sup> August 1971. Mr Mason and Mr McCaffrey interviewed \_\_\_\_\_, who had been named by \_\_\_\_\_ in his complaint on 24<sup>th</sup> August 1971.

14. On 25<sup>th</sup> August 1971 Mr Mason forwarded the file, which contained the details of the investigation in 1967 and \_\_\_\_\_ complaint, to the Town Solicitor. He stated *"No other investigations have been carried out regarding the rest of the statements made, but it is thought that there are sufficient grounds to have the matter considered as one which should be referred to the Police in view of the allegations which were made against the same officer in September 1967"*.

15. It therefore appears to the Board that following preliminary enquiries a view was formed that the full detail of what had been alleged was more properly a matter to be taken forward by police.

16. It is known that it appears this was never referred to police. It is also clear that what occurred after this Memo is not recorded on the file, and the Board has made a concession in respect of inadequate recording in this respect at paragraph 90(a) of the Rule 9 Statement dated 23<sup>rd</sup> May 2016.

17. Having reviewed the concessions at paragraph 91 of that statement the Board would also accept the following failing:

"There was a failure, in 1971, to refer the complaint made by \_\_\_\_\_  
\_\_\_\_\_ to the police, see paragraph 45 of the statement dated 29<sup>th</sup> April 2016"

18. It is clear, as detailed in paragraph 45 of the statement dated 29<sup>th</sup> April 2016, that, *“on the balance of probabilities, referral of the “Mason File” to the police in 1971 would have proved decisive in the discovery of Mr Mains’ and Mr Semple’s homosexual activities and would have created a major deterrent to future misconduct”*.

19. As the matter was not referred to police, the position was that only a partial investigation was carried out. No step was taken to complete this. The Board accepts:

“When the matter was not referred to police in 1971, there was a failure to complete an internal investigation of the complaints made by \_\_\_\_\_  
\_\_\_\_\_.”

**When the 1971 complaints were made, should an instruction not have been given to all social workers with children in Kincora to be aware of the fact the allegations were made and, without soliciting complaints, to ascertain from those with whom they engaged as to whether they had any similar difficulty. If not, why not? Was this a systems failure? If not, why not?**

20. Given the circumstances that pertained, namely that a full investigation was not carried out, and a decision was not made as to whether the complaint was substantiated or not, the Board refers to the issues already raised regarding the dissemination of unsubstantiated complaints.

21. The Board does accept if police enquiries had commenced, with indication that there was information to support the complaints, that the information should have been given to all social workers with children in Kincora at that point. The Board considers that this meets a balance between protecting the children and ensuring actions are taken in a manner consistent with their predecessor’s duties towards employees.

**Was it a systemic failing that after re-organisation the senior staff with line management responsibilities for Kincora did not know of, or at least did not**



**know all of, the previous complaints about staff at Kincora, and were consequently making decisions in relation to matters arising from the hostel without being cognisant of relevant information? If not, why not?**

22. The Board has accepted at paragraph 91(a) that there was a failure to share information with those that had management responsibility for the hostel in 1971.

23. The Board acknowledges that this situation continued to persist after re-organisation and would accept the following failing, adopting the analysis of the Hughes Report at **HIA 749**, para 3.173:

“[Prior to re-organisation] direct access to the “Mason File” by officials with management responsibility for Kincora had been unduly restricted and the [Assistant Director’s] treatment of it [following re-organisation] compounded this problem... The circumstances in which he was given the file, as well as its contents, should have prompted him to brief the incoming management staff at the earliest opportunity to enable them to carry out their duties with the benefit of all available information”

**Further to the above, was it a systemic failing that Mrs. Wilson did not have all the information about Joe Mains when she was deciding how to handle the anonymous call to social service about William McGrath? If not, why not?**

24. The Board considers that Mrs Wilson should have been made aware of all information in 1971 (see paragraph 91(a) of the statement dated 23<sup>rd</sup> May 2016). It is further acknowledged above that as a member of the incoming management team on re-organisation a second opportunity to brief her was missed.

25. The Board considers that she should have had all of the information to enable her to conduct her investigation in an informed way. It is proposed that the two failings already accepted acknowledge this.

**Was it a systemic failing that the 1974 anonymous call, whether before or after investigation by Mrs. Wilson, was not referred to the Area Board? If not why**

**not? What was the Area Board being told about Kincora in the aftermath of the anonymous call?**

26. The Board has accepted this was a failing at paragraph 91(b) of the statement dated 23<sup>rd</sup> May 2016.

27. In the aftermath of this anonymous call the Area Board would have continued to receive the monitoring reports on the hostel. The Board accepts that this process did not ensure any concerns arising in respect of actions by staff were communicated to the Area Board.

**In relation to paragraph 75 is the HSCB position that, to the best of its knowledge and belief, it never received an anonymous telephone call in respect of Kincora in 1975?**

28. Having regard to the contemporaneous documentation of its predecessor that is now available to the Board, to the best of its knowledge and belief, the Eastern Health and Social Services Board did not receive an anonymous telephone call in respect of Kincora in 1975.

**In relation to paragraph 97, does the HSCB accept that it was a systemic failing for Mr. Scoular to fail to inform the Board representatives of all that the District by then knew so that the Board could decide what of that information also should be passed to the RUC. If not why not?**

29. The Board has accepted that this was a failing at paragraph 91(g) of the statement dated 23<sup>rd</sup> May 2016.

**Does the HSCB accept that it was a systemic failure for members of staff in Kincora (Joseph Mains and Raymond Semple) to have failed to pass on complaints they acknowledge they received from boys in their care in respect of behaviour by William McGrath (see for example KIN 10388 \_\_\_\_\_, \_\_\_\_\_, \_\_\_\_\_ & 10413 - \_\_\_\_\_). What should have happened to these complaints? Should the individual social workers have been informed?**

**Should those in head office responsible for the social worker been informed?  
Should Mains have immediately suspended McGrath and informed district he had done that?**

30. In response to the issues above the Board notes that Mr Mains was in receipt of complaints that were not communicated by him to anyone in authority outside the Hostel. This arises in relation to complaints against both Mr Semple and Mr McGrath as follows:

- a. \_\_\_\_\_ in respect of Mr Semple [**KIN 10415** and **KIN 10357**],
- b. \_\_\_\_\_ in respect of Mr McGrath [**KIN 10413**]
- c. \_\_\_\_\_ in respect of Mr McGrath [**KIN 10425**]
- d. Richard Kerr in respect of Mr McGrath [**KIN 10426**]

31. The Board considers that Mr Mains should have reported the information received by him in each instance to both the fieldwork Social Worker for the boy and to his immediate superior.

32. As regards Mr Semple, it is noted that he acknowledged being in receipt of complaints from four boys, namely \_\_\_\_\_, \_\_\_\_\_, \_\_\_\_\_ and \_\_\_\_\_, against Mr McGrath. **KIN 10388**. It appears from **KIN 10393** that Mr Semple reported these matters to Mr Mains.

33. If this is correct, then Mr Semple took the action that would have been expected of him, by reporting to his immediate superior. Mr Mains should then have informed the appropriate personnel, being again the fieldwork Social Worker for the boy and his immediate superior who would have been visiting monthly to monitor the Hostel. Any necessary communication with those in line management for the fieldwork aspect, would then, the Board expects, be followed through by the fieldwork team.

34. In relation to suspension of Mr McGrath, the Board does not believe that Mr Mains would have had the personal authority to take such action. This underlines the importance of his making the information available to his own superiors so that the appropriate Officer in the Residential and Daycare management within

the District, likely the District Social Services Officer, could have directed in respect of action that was necessary to take, including a potential suspension and referral of the matters to police.

35. The Board therefore accepts:

“Throughout the period of Mr Mains’ management of Kincora as Officer-in-Charge he failed to report complaints and concerns about homosexual abuse by members of his staff to Belfast Welfare Authority and later East Belfast and Castlereagh District management.”

**The HSCB is referred to the report from Sussex Superintendent Flenley at KIN 40366 and following, and to the evidence he refers to including the analysis to be found at KIN 40988. What does the HSCB wish to say to the Inquiry about the activities attributed to Mr. David Morrow during the 1970’s and 1980’s**

36. The Board would refer to the conclusions reached by the Hughes Inquiry at **HIA 798**, para 4.213: *“It will be plain that we regard some of the allegations reported in the “Irish Independent” article as inaccurate. We believe that this resulted largely because Mr Morrow, as he himself acknowledged in evidence, speculated freely about matters for which he had no evidence in fact; and because Mrs Gogarty was an impressionable and inexperienced officer who accepted Mr Morrow’s speculation at face value and retailed them on that basis..... Having made those observations, we have no doubt that Mrs Gogarty’s decision to approach the press was motivated by an entirely commendable concern for the welfare of children in care and that the article was printed in good faith. In addition, we are convinced that the evidence shows that the situation which existed at Kincora would have continued until such times as some decisive intervention was made.”*

37. The Board also references para 933 of Superintendent Flenley’s report at **KIN 40372** wherein he states: *“Ironical though it may be however, Mr Morrow, as the originator and promulgator of allegations which were in the main a gross distortion of the truth or completely fabricated, became indirectly responsible for*

*stimulating press interest in the affair to such an extent that it ultimately resulted in the true facts being revealed."*

38. In making it clear that the Board does not endorse the activities of Mr Morrow during the 1970's, which he himself described to Sussex Investigating Officers in 1982 as 'pure speculation' and 'theorising about the possibility of a link' [KIN 40994], the Board accepts and adopts the findings of investigations as detailed above.

What was \_\_\_\_\_, who worked alongside Mains in 1967, in a position to say to \_\_\_\_\_. Was it not a systems failure that he does not appear to have reported to the authorities the concerns he was prepared to share with the likes of \_\_\_\_\_ (see KIN 40049, 40937, 10147)?

39. The Board has considered the police statement of \_\_\_\_\_ dated 29<sup>th</sup> February 1980 at KIN 10147. \_\_\_\_\_ reported that in 1968 \_\_\_\_\_ was able to tell him "*to be careful when I was having a bath or in the shower or when I was changing of a man called \_\_\_\_\_ and also of the man in charge, Mr Mains, and if I was approached to speak to him*".

40. The Board has seen no evidence that \_\_\_\_\_ made such concerns known to those in line management for the Hostel.

41. The Board also has not seen any statement from \_\_\_\_\_, and understands that in 1980 the RUC were unable to trace him. It is therefore unknown whether \_\_\_\_\_ accepted that he issued the warning \_\_\_\_\_ has detailed.

42. In those circumstances the Board accepts:

"In the absence of any statement from \_\_\_\_\_, if \_\_\_\_\_ statement is true, there was a failure by \_\_\_\_\_ in 1968 to share his concerns about Mr Mains and Mr Hunter, and their behaviours towards residents of Kincora, with those Officers in line management, specifically the Children's Officer."



43. As indicated at paragraph 3 herein above, I append to this statement an up-dated and signed list of the failings accepted in relation to the oversight and management of Kincora Boys' Hostel. Failings which have been added as a result of being invited to consider the issues in this statement are underlined to denote their addition to the list previously detailed in the statement dated 23<sup>th</sup> May 2016.

44. Finally, I would refer the reader to the closing remarks in the Board's statement dated 23<sup>rd</sup> May 2016, and particularly that in acknowledging these failures, the Health and Social Care Board considers that many, in and of themselves, would not have been capable of preventing or detecting the homosexual abuse that occurred in the Hostel.

I believe the facts stated in this witness statement are true.

Signed:

A handwritten signature in purple ink, appearing to read 'L. McArdle', is written over the 'Signed:' label.

Dated: 27 May 2016

**APPENDIX TO STATEMENT DATED 27<sup>th</sup> MAY 2016**

Up-dated and composite list of failings accepted by the Health and Social Care Board in respect of the oversight and management of Kincora:

1. At times record keeping was not good enough. The following occasions are noted:
  - a. There was a failure by the Chief Welfare Officer to record the outcome of the investigation of complaints in 1971 and the reason for that decision.
  - b. In early 1976 there was a failure to make any written record regarding information reported to the Hollywood Road sub-office, and passed to Residential and Daycare Management at District Headquarters. The absence of such a record likely influenced the subsequent failure to investigate the information in any way, see paragraphs 86 and 88 of the statement dated 29th April 2016;
  - c. There ought to have been a formal record of the Board's engagement with police after March 1976, see paragraph 102 of the statement dated 29th April 2016;
  - d. Monthly reports completed by the visiting Social Worker pursuant to the 1975 Direction were completed en bloc and on occasions were submitted late, see paragraph 72 of the statement dated 23<sup>rd</sup> May 2016. They also did not contain relevant information to allow the Eastern Board to be fully apprised of developments occurring with the hostel in late 1977, see paragraph 120 of the statement dated 29th April 2016;
2. At times there was no communication to ensure the relevant personnel had access to full and proper information regarding the Hostel and issues arising in relation thereto. The following occasions are noted:

- a. In the absence of any statement from **KIN 66**, if **KIN 14** statement is true, there was a failure by **KIN 66** in 1968 to share his concerns about Mr Mains and Mr Hunter, and their behaviours towards residents of Kincora, with those Officers in line management, specifically the Children's Officer, see paragraph 42 of the statement dated 27<sup>th</sup> May 2016
- b. There was a failure, in 1971, to refer the complaint made by **R 8** **R 8** to the police, see paragraph 45 of the statement dated 29<sup>th</sup> April 2016
- c. Upon taking up post as Children's Officer in 1971, with a statutory responsibility to visit Kincora, Mr Bunting was not provided with "the Mason File" and was not, therefore, fully apprised of the two complaints that had been investigated in 1967 and 1971. The retention of the file by Mr Mason resulted in a breakdown in the dissemination of information about complaints against Mr Mains to staff with a direct role in management and monitoring the Hostel. It was 'regrettable that [Mr Mason] does not appear to have made Mr Bunting [Children's Officer] and Mrs Wilson [Assistant Children's Officer] fully acquainted with the complaints known to him by referring the "Mason file" formally to them in writing in view of their management responsibility for the hostel". See paragraph 45 of the statement dated 29th April 2016;
- d. [Prior to re-organisation] direct access to the "Mason File" by officials with management responsibility for Kincora had been unduly restricted and the [Assistant Director's] treatment of it [following re-organisation] compounded this problem... The circumstances in which he was given the file, as well as its contents, should have prompted him to brief the incoming management staff at the earliest opportunity to enable them to carry out their duties with the benefit of all available information, see paragraph 23 of the statement dated 27<sup>th</sup> May 2016.
- e. The information received by way of anonymous telephone call on 23 January 1974 ought to have been shared as follows:

- i. with the police, see paragraphs 57 and 59 of the statement dated 29th April 2016;
  - ii. with the Board, see paragraph 58 of the statement dated 29th April 2016;
- f. In March 1974, there was a failure by police to share relevant information about allegations against a member of staff with the Eastern Board. This was however out with the control of the HSCB's predecessor;
- g. In May and September 1974 there was a failure to share information about a complaint by fieldwork staff in the North and West Belfast District with Residential and Daycare Management in the East Belfast and Castlereagh District, who had line management responsibility for Kincora, see paragraphs 69 and 71 of the statement dated 29th April 2016;
- h. In 1975 there was a failure to report rumours heard about staff at the hostel to Residential and Daycare Management in the East Belfast and Castlereagh District, who had line management responsibility for Kincora. This in itself would have been unlikely to prevent or detect abuse, but knowledge of it might have influenced their response to future information. See paragraphs 83 and 84 of the statement dated 29th April 2016;
- i. In early 1976 Ms McGrath failed to pass information that she had received from the Holywood Road sub-office to the District Social Services Officer, see paragraph 88 of the statement dated 29th April 2016;
- j. Between October 1973 and 1976 there was a lack of information shared from the District to the Eastern Board as to serious allegations made against a member of residential staff. This was particularly the case in March 1976 when despite information being received by the District from the Board, there was not a flow of information from the District to allow the Board to be fully informed, see paragraphs 97, 99 and 100 of the statement dated 29th April 2016;

- k. The information provided to the Director of Social Services by police in March 1976 ought to have been communicated confidentially to the Chairman of the Personal Social Services Committee and the Board. Given the seriousness of the matter the information ought also to have been shared with the Department of Health. See paragraph 103 of the statement dated 29th April 2016;
  - l. The manner of recording of the monthly social work visitor reports in late 1977 hindered communication of matters arising with the Hostel from the District to the Board. Further no other form of communication was undertaken to advise the Eastern Board of the issues arising at that time in relation to R18 and R20. See paragraphs 120 and 132 of the statement dated 29th April 2016;
  - m. Throughout the period of Mr Mains' management of Kincora as Officer-in-Charge he failed to report complaints and concerns about homosexual abuse by members of his staff to Belfast Welfare Authority and later East Belfast and Castlereagh District management, see paragraph 35 of the statement dated 27<sup>th</sup> May 2016;
3. Systems to implement statutory monitoring of the Hostel were underdeveloped, specifically:
- a. The role of the visiting Social Worker under the 1975 Direction and the information that ought to be contained within reports provided, see paragraph 120 of the statement dated 29th April 2016;
  - b. There was a "considerable time-lag" between October 1973 and mid 1974 before the members of the Personal Social Services Committee were given guidance on their statutory duties under the 1952 SR&O, see paragraph 66 of the statement dated 23<sup>rd</sup> May 2016;
4. When the matter was not referred to police in 1971, there was a failure to complete an internal investigation of the complaints made by \_\_\_\_\_, see paragraph 19 of the statement dated 27<sup>th</sup> May 2016.



Signed

A handwritten signature in purple ink, appearing to read "J. M. Anderson".

Dated 27 May 2016

29 April 2016

**THE INQUIRY INTO HISTORICAL INSTITUTIONAL ABUSE 1922 TO 1995**

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**Witness Statement of MARK KIERAN HAMILTON**

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I, Mark Hamilton, Assistant Chief Constable in the Police Service of Northern Ireland attached to PSNI Headquarters, Brooklyn, will say as follows regarding the Kincora Boys Hostel, 236 Upper Newtownards Road, Belfast, BT4 3EU.

I confirm the following locations have been checked for any relevant hardcopy records: Public Protection Team locations throughout Northern Ireland, the Police Museum Archive, the Serious Crime Archive, District Records Management and the Central Crime Registry, Knocknagoney. In addition, further wider nominal research has also been undertaken across available police systems: NICHE, TRIM, ICIS, Case Prep, Criminal Records, HOLMES 2 Archive, MHS Data, PND, BRC Extract Data and MARS application, regarding key persons of interest linked to the Kincora Module. As a consequence of all the intensive research undertaken by the Police Public Protection Teams and the HIA Police Support Team for material that may be relevant to the Kincora Module Hearing, I certify that the Police Service of Northern Ireland have provided material identified and discovered to date within the police estate and further requested by the HIA Inquiry relating to the Kincora Public Hearing Module. This has been processed and securely provided to the HIA Inquiry in the required format in accordance with the joint HIA/Police Gold Protocol and additional HIA Addendum.

Further to this the D/Inspectors in charge of each Public Protection Team covering every trust area within Northern Ireland have carried out searches and any material discovered within their area of control, in relation to this module, has been disclosed.

Full details of the content of such disclosure are contained within the attached exhibits. MH1 contains details of all existing material disclosed to the Inquiry and MH2 contains details of material the PSNI is aware of, but which cannot be located within the police estate and is unavailable. The HIA Police Support team have searched extensively throughout the police estate and performed searches of all systems detailed in Paragraph 1 above.

A closed statement is being completed by ACC Will Kerr, Crime Operations Department and this will contain details of all relevant Crime Operations sensitive material which has been made available to the HIA Inquiry and includes exhibited itemised closed file lists.

It is important to note that there is unfortunately a loss of corporate memory in relation to this period. This is due to retired officers previously involved in these matters being either deceased or ill and infirm. Also due to the passage of time those still living have indicated they may not have accurate or meaningful recall of details concerning previous incidents, related complaints or the resultant historical police investigations. However, PSNI HIA Police Support Team have made contact with and met two retired RUC officers in order to obtain a clearer understanding of research required to meet our obligations to the Historical Institutional Abuse Inquiry. These two officers were involved primarily in the RUC investigations into Kincora.

The Police Service continues to remain mindful of its ongoing discovery obligations to the HIA Inquiry. In this regard, any additional information subsequently located or discovered that may be linked to Kincora will be processed in accordance with existing protocol arrangements and again securely forwarded on to the HIA Inquiry.

#### Statement of Truth

I believe that the facts stated in this witness statement are true.

Signed 

Dated 29 April 2016

## Kincora

Number	Police File No.	Number of Pages	Approx Year of Investigation	Accused	Institution	Date PSNI email Sent to HIAI	Update PSNI email Sent to HIAI	Date Redacted Version email Sent to PSNI	Date confirmation received from PSNI	Any Other Comments
1	Profile of Richard Kerr	22			Kincora	20/03/2015				Profile of Richard Kerr
2	Richard Kerr SOE of 04/10/1977	1	1977		Kincora	20/03/2015				Richard Kerr SOE of 04/10/1977
3	Richard Kerr SOE of 04/10/1977	1	1977		Kincora	20/03/2015				Richard Kerr SOE of 04/10/1977
4	Richard Kerr SOE of 04/10/1977	1	1977		Kincora	20/03/2015				Richard Kerr SOE of 04/10/1977
5	Richard Kerr SOE of 04/10/1977	1	1977		Kincora	20/03/2015				Richard Kerr SOE of 04/10/1977
6	Richard Kerr SOE of 04/10/1977	1	1977		Kincora	20/03/2015				Richard Kerr SOE of 04/10/1977
7	Richard Kerr SOE of 26/02/1980	2	1980		Kincora	20/03/2015				Richard Kerr SOE of 26/02/1980
8	Richard Kerr SOE of 26/10/1982	2	1982		Kincora	20/03/2015				Richard Kerr SOE of 26/10/1982
9	Richard Kerr SOE of 25/02/1980	4	1980		Kincora	23/03/2015				Richard Kerr SOE of 25/02/1980
10	Phase 1 & 2 & Terry report	394	1980+		Kincora	01/04/2015				
11	Sussex Reports - D/Supt Harrison Book 1	150	1980s	Various	Various	03/04/2015				
12	Sussex Reports - D/Supt Harrison Book 2	147	1980s	Various	Various	03/04/2015				
13	Sussex Reports - Supt Flenley Book 1	139	1980s	Various	Various	03/04/2015				
14	Sussex Reports - Supt Flenley Book 2	116	1980s	Various	Various	03/04/2015				
15	PSNI Profile - Clinton Massey	9			Kincora	16/04/2015				
16	Phase 1 Part 2 Statements Pages 1-360	372	1980s	Various	Kincora	16/04/2015				
17	Phase 1 Part 2 Statements Pages 361-739	381	1980s	Various	Kincora	16/04/2015				
18	Phase 1 Part 3 Exhibits A	248	1980s	Various	Kincora	17/04/2015				
19	Phase 1 Part 3 Exhibits B	283	1980s	Various	Kincora	17/04/2015				
20	Phase 1 Part 4	170	1980s	Various	Kincora	17/04/2015				

Number	Police File No.	Number of Pages	Approx Year of Investigation	Accused	Institution	Date PSNI email Sent to HIAI	Update PSNI email Sent to HIAI	Date Redacted Version email Sent to PSNI	Date confirmation received from PSNI	Any Other Comments
21	Phase 1 Part 5 - Non Material Statements	132	1980s	Various	Kincora	17/04/2015				
22	Phase 2 Part 2 - Statements	588	1980s	Various	Kincora	18/04/2015				
23	Phase 2 Parts 3 & 4 - Exhibits and General Material	507	1980s	Various	Kincora	18/04/2015				
24	Phase 2 Part 5 - Newspaper Reports	415	1980s	Various	Kincora	18/04/2015				
25	Sussex Police Statements 1-153	169	1980s	Various	Kincora	18/04/2015				
26	Sussex Police Statements 154 - 306	172	1980s	Various	Kincora	18/04/2015				
27	Sussex Police Exhibits	82	1980s	Various	Kincora	18/04/2015				
28	Richard Kerr Criminal Record	3	1970s	Kerr		18/04/2015				
29	435-78	99	1978	Kerr		18/04/2015				
30	Box 1 - Town Clerk Engagements Diary 1971	141	1980s	Mains McGrath Semple	Kincora	06/05/2015				
32	Box 1 - Kincora Visitor Book	64	1980s		Kincora	06/05/2015				
33	Box 1 - Letts Diary 1971	90	1980s		Kincora	06/05/2015				
35	Box 1 - Kincora Register of Residents 1952-1972	109	1980s		Kincora	06/05/2015				
36	Box 1 - Kincora Register of Residents 1959-1980	136	1980s		Kincora	06/05/2015				
38	Box 2 - Collection of loose handwritten statements	348	1980s		Kincora	07/05/2015				
39	Box 2 - Exhibit SEC4a-26-27-28	16	1980s		Kincora	07/05/2015				
40	Box 2 - Exhibits PJK2-3-7-8A-24-25	20	1980s		Kincora	07/05/2015				
41	Box 2 - Exhibits SRM6-8	40	1980s		Kincora	07/05/2015				
42	Box 2 - Exhibits GC61-62-74-75-77-78-79 GWS1	85	1980s		Kincora	07/05/2015				
43	Box 2 - Exhibit SJD11 1980 Diary	143	1980s		Kincora	07/05/2015				



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44	Box 2 - Exhibit RDP5-RTD1 RJD1 - C61/25/75	174	1980s		Kincora	07/05/2015				
45	Box 2 - Exhibit KM1-2	210	1980s		Kincora	07/05/2015				
48	BOX 3 - R v Aiken IP C61-33-82	35	1982	Aiken	Kincora	07/05/2015				
51	BOX 3 - R v Leckey IP	32	1982	Leckey		07/05/2015				
55	BOX 3 - R v C61-25-75	65	1975	Baird		07/05/2015				
62	BOX 3 - papers re	20	1980s		Kincora	07/05/2015				

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63	BOX 3 - File re Missing Boys	29	1980s		Kincora	07/05/2015				
64	Box 3 - File re Missing boy	45	1980s		Kincora	07/05/2015				
65	BOX 3 - Security Advice Leaflet	85	1980s		Kincora	07/05/2015				
66	BOX 3 - papers re	154	1980s		Kincora	07/05/2015				
68	Box 4 - Exhibit DBE3, Paper Bag with writing	3	1980s		Kincora	10/05/2015				
69	Box 4 - Exhibit PJM13 -	3	1980s		Kincora	10/05/2015				
70	Box 4 - Exhibit GC29, Christmas Card to Kerr	4	1980s		Kincora	10/05/2015				
71	Box 4 - Exhibit GC37, Newspaper Cutting	4	1980s		Kincora	10/05/2015				
72	Box 4 - Exhibit PJM2, photocopy of notes Family	4	1980s		Kincora	10/05/2015				
73	Box 4 - Exhibit SGP2, 2 x letters re Kerr to Main 1977	4	1980s		Kincora	10/05/2015				
74	Box 4 - Receipts for returned papers Hughes Inquiry	5	1980s		Various	10/05/2015				
76	Box 4 - Interview Notes	13	1980s		Kincora	10/05/2015				
77	Box 4 - Exhibit GC28, Richard Kerrs Diary	13	1980s		Kincora	10/05/2015				
78	Box 4 - Exhibit NMCL5, 6, & 8 Leaflets	13	1980s		Kincora	10/05/2015				
79	Box 4 - Exhibit MJW1, handwritten notes	14	1980s		Kincora	10/05/2015				
80	Box 4 - Letters by	16	1980s		Kincora	10/05/2015				
81	Box 4 - Exhibit DBE9, Documents from McGraths house	24	1980s		Kincora	10/05/2015				

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82	Box 4 - Exhibit No. SGP1, Index Book	26	1980s		Kincora	10/05/2015				
L	L	L	L		L					
L	L	L	L		L	L				
85	Box 4 - Exhibit GC59, Dept H&SS Report	44	1980s		Kincora	10/05/2015				
86	Box 4 - Exhibit GC30, C35-33-77 File Stephen Waring suicide	59	1980s		Kincora	10/05/2015				
87	Box 4 - Exhibit GC25, File on	60	1980s		Kincora	10/05/2015				
L	L	L	L	L	L	L				
L	L	L	L	L	L					
90	Box 5 - Chart of Homosexual acts in Kincora	1	1980s		Kincora	10/05/2015				
91	Box 5 - Action re. murder	2	1980s		Kincora	10/05/2015				
92	Box 5 - Floor Plan of Kincora	3	1980s		Kincora	10/05/2015				
93	Box 5 - Table - Kincora & related matters	4	1980s		Kincora	10/05/2015				
94	Box 5 - Interview Notes, Richard Kerr, 25.02.80	9	1980s		Kincora	10/05/2015				
95	Box 5 - Misc Statements & Hughes Inquiry Correspondence	13	1980s		Kincora	10/05/2015				
L	L	L	L		L					
97	Box 5 - Medical Reports dated 1980	54	1980s		Kincora	10/05/2015				
98	Box 5 - Allegations re Kincora Affair since 16.12.81	77	1980s		Kincora	10/05/2015				
99	Box 5 - various documents - Interview Notes re Kincora	79	1980s		Kincora	10/05/2015				
100	Box 5 - Kincora EHSP Correspondence	99	1980s		Kincora	10/05/2015				

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101	Box 5 - Newspaper Articles re Brian McDermott	141	1980s		Kincora	10/05/2015				
102	Box 5 - Phase I P.E. Papers and statements	203	1980s		Kincora	10/05/2015				
103	Box 5 - documents i.e original Statements 1982, 102-200	233	1980s		Kincora	10/05/2015				
104	Box 5 - Original Statements taken in 1982	289	1980s		Kincora	10/05/2015				
105	Box 5 - Phase 1 Actions 1-250 including 1973 call	298	1980s		Kincora	10/05/2015				
L	L	L	L	L	L	L				
107	Box 6 - Complaint from J Kilfedder MP	21	1980s		Kincora	12/05/2015				
	L	L	L	L	L	L				
L	L	L	L	L	L	L				
110	Box 9 - Form 28's, Semple Mains, McGrath	7	1980s	McGrath Semple Mains	Kincora	12/05/2015				
111	Box 9 - Misc Statements	17	1980s			12/05/2015				
L	L	L				L				
113	Box 9 - Newspaper allegations concerning NI Politicians & a Health Official	60	1980s		Kincora	12/05/2015				
114	Box 9 - C64-23-82 L including Hughes enquiry docs	61	1980s			12/05/2015				
115	Box 9 - Correspondence re Hughes Enquiry	110	1980s			12/05/2015				
116	Box 9 - Phase I Actions 185, 251-446	228	1980s		Kincora	12/05/2015				
L	L	L			L	L				

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118	Box 13 - Property Seized - [redacted]	4	1980s	[redacted]		27/05/2015				
119	Box 13 - Investigation of [redacted]	25	1980s	[redacted]		27/05/2015				
120	Box 13 - Report in Irish Times	36	1980s			27/05/2015				
121	Box 13 - Photography Club Correspondence [redacted]	39	1980s	[redacted]		27/05/2015				
122	Box 13 - Police Enquiry Summary into Kincora and other homes	40	1980s			27/05/2015				
123	Box 13 - Kincora Progress Reports and SOEs	42	1980s			27/05/2015				
124	Box 13 - Various Criminal Records	50	1980s			27/05/2015				
125	Box 14 - Kincora Misc Loose statements-interviews Part 1	255	1980s			27/05/2015				
126	Box 14 - Kincora Misc Loose statements-interviews Part 2	418	1980s			27/05/2015				
127	Box 14 - Misc loose documentation	376	1980s			27/05/2015				
128	Box 15 - Exhibit list re Military Investigation	17	1980s			04/06/2015				
129	Box 15 - Correspondence re Court Convictions	18	1980s			04/06/2015				
130	Box 15 - H & SS File Indexes	18	1980s			04/06/2015				
131	Box 15 - Criminal Records	20	1980s			04/06/2015				
132	Box 15 - Correspondence re C64-2-80	22	1980s			04/06/2015				
133	Box 15 - Medical Reports, CRO & general correspondence	182	1980s			04/06/2015				
[redacted]	[redacted]				[redacted]	[redacted]				
135	Box 16 - SOE re [redacted]	4	1980s			04/06/2015				
136	Box 16 - Birth Certificates	7	1980s			04/06/2015				
137	Box 16 - Loose Statements & Interview Notes	11	1980s			04/06/2015				
138	Box 16 - Handwritten Indexes	13	1980s			04/06/2015				



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139	Box 16 - Criminal Injury - [REDACTED]	19	1980s			04/06/2015				
140	Box 16 -Further loose Statements, Williamson House, Manor House, Kincora	22	1980s		Various	04/06/2015				
141	Box 16 - Newspaper Cuttings	25	1980s			04/06/2015				
	[REDACTED]	[REDACTED]	[REDACTED]		[REDACTED]	[REDACTED]				
	[REDACTED]	[REDACTED]	[REDACTED]		[REDACTED]	[REDACTED]				
144	Box 16 - Original Transcript of tapes	35	1980s			04/06/2015				
	[REDACTED]	[REDACTED]				[REDACTED]				
146	Box 16 - Original Interview Notes [REDACTED]	55	1980s	[REDACTED]		04/06/2015				
	[REDACTED]	[REDACTED]	[REDACTED]		[REDACTED]	[REDACTED]				
	[REDACTED]	[REDACTED]			[REDACTED]	[REDACTED]				
149	Box 17 - Original and Typed Interviews including Garland, Wallace, Tester and others	184	1980s		Kincora	18/06/2016				
150	BOX 17 - Birth Certificates	93	1980s		Kincora	18/06/2015				
151	Box 17 - Mains, Semple, & McGrath custody records	51	1980s		Kincora	18/06/2015				
152	Box 17 - Personal File Re Gay Liberation Society	297	1980s			18/06/2016				
153	Box 17 - Exhibit CDSM-1 DBE12 DBE23 DBE24 DBE25 DMCK1	25	1980s		Kincora	18/06/2015				
154	Box 17 - Exhibit DWK 9 10 11 12 13 14 15 17 19 20 21 22	33	1980s		Kincora	18/06/2015				
155	BOX 17 - Random paper Re possible interview times	1	1980s		Kincora	18/06/2016				
156	BOX 17 - Interview of Joe MAINS 29.05.1980	39	1980s		Kincora	18/06/2015				

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157	BOX 17 Interview brief William McGrath	130	1980s		Kincora	18/06/2015				
158	BOX 17 Brief - William McGrath	4	1980s		Kincora	18/06/2016				
159	BOX 17 - C64-1-76 R v Various Re Gay Liberation & Cara Friend	77	1980s			18/06/2015				
160	BOX 17 - File containing various typed and written statements	109	1980s		Kincora	18/06/2015				
161	BOX 17 - Envelope named [redacted] containing Newspaper Articles copies	22	1980s		Kincora	18/06/2016				
162	Box 18 - Form 51.1 re C64.3.82 Allegation in Sunday World	2	1980s		Kincora	18/06/2015	26/04/2016			
163	Box 18 - RUC & DPP ref no's of files re Kincora	2	1980s		Kincora	18/06/2015				
[redacted]	[redacted]	[redacted]	[redacted]	[redacted]	[redacted]	[redacted]				
[redacted]	[redacted]	[redacted]		[redacted]	[redacted]	[redacted]				
166	BOX 19 - [redacted]	267	1980s			19/06/2015				
167	BOX 19 - C64-1-76 Gay Liberation Society - Cara Friend - further papers	154	1980s			19/06/2015				
168	BOX 19 - C64-1-76 re cara friend - further papers	117	1980s			19/06/2015				
169	BOX 19 - File - Interview Notes Joseph MAINS	77	1980s		Kincora	19/06/2015				
170	BOX 19 - Folder [redacted]	65	1980s		Kincora	19/06/2015				
171	BOX 19 - File - [redacted]	27	1980s		Kincora	19/06/2015				
172	BOX 19 - Exhibit Listing Kincora	26	1980s		Kincora	19/06/2015				
173	BOX 19 - [redacted]	23	1980s		Kincora	19/06/2015				

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174	BOX 19 - Folder [REDACTED]	9	1980s		Kincora	19/06/2015				
175	BOX 19 - Forensic forms	6	1980s		Kincora	19/06/2015				
176	BOX 19 - Exhibit DBE29	6	1980s		Kincora	19/06/2015				
177	Box 20 - Medical Reports, [REDACTED]	9	1980s		Kincora	19/06/2015				
[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]				
179	Box 21 - CM77-88-96 [REDACTED] V EHSSB	117	1980s		Kincora	19/06/2015				
180	Box 24 - RAF Notebook Theory of Architecture	65	1980s		Kincora	19/06/2015				
181	BOX 25 - Phase II - Actions	448	1980s		Kincora	19/06/2015				
182	BOX 25 - Kincora Message Forms	285	1980s		Kincora	19/06/2015				
183	BOX 25 - Newspaper Articles Part 2	276	1980s		Kincora	19/06/2015				
184	BOX 25 - Newspaper Articles Part 1	221	1980s		Kincora	19/06/2015				
185	BOX 26 - KINCORA Boys Hostel (Inmates register) Book I	138	1980s		Kincora	19/06/2015				
[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]				
187	BOX 26 - Loose documents - soe, correspondence etc	117	1980s		Kincora	19/06/2015				
188	BOX 26 - File - Supt Caskeys Notes	101	1980s		Kincora	19/06/2015				
189	BOX 26 - Kincora Affair further papers	78	1980s		Kincora	19/06/2015				
190	BOX 26 - KINCORA boys hostel register book II	76	1980s		Kincora	19/06/2015				
191	BOX 26 - Press Reports Colin Wallace March 1982	49	1980s		Kincora	19/06/2015				
192	BOX 26 - Loose papers in clear exhibit bag	8	1980s		Kincora	19/06/2015				
193	BOX 26 - RUC Police Enquiry into Kincora Boys Hostel	41	1980s		Kincora	19/06/2015				
	[REDACTED]	[REDACTED]		[REDACTED]		[REDACTED]				

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195	BOX 26 - KINCORA Boys Hostel and [REDACTED]	44	1980s		Kincora	19/06/2015				
196	BOX 26 File of loose papers - untitled	27	1980s		Kincora	19/06/2015				
197	BOX 26 Blank folder addresses and statements	40	1980s		Kincora	19/06/2015				
198	BOX 26 Kincora DPP Directions	24	1980s		Kincora	19/06/2015				
199	BOX 26 Letter frm [REDACTED] to DS Elliott	2	1980s		Kincora	19/06/2015				
[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]				
201	Box 27 - C64-2-80 C64-5-80 Correspondence	67	1980s		Kincora	19/06/2015				
[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]				
203	[REDACTED] - Pen Pic, CRV and FOI	11		[REDACTED]	Kincora	20/07/2015				
[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]				
	[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]				
[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]				
[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]		[REDACTED]				
[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]				
[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]				
[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]				
[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]				
[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]				
[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]				
	[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]				

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L	L	L	L	L	L	L				
215	PSNI Letter – Insp Atkinson to PPS ref PPS Material for Research-29-07-2015	1				31/07/2015				
216	L - C61-23-86 FULL FILE Kincora Ex-linked	71	1986	L		14/08/2015				
217	L - CRV Kincora Ex-linked	2		L		14/08/2015				
218	Joseph Mains-CRV KINCORA	1		Mains		12/02/2016				
218a	Kincora Subject Profile- L W TESTER- RESTRICTED August 2015	9		Tester		12/02/2016				
219	Raymond Semple - CRV KINCORA	219		Semple		12/02/2016				
220	William MCGRATH CRV KINCORA	2		McGrath		12/02/2016				
221	Military Intelligence and John Colin Wallace - C64-5-83 Redacted	407	1983			04/03/2016				
222	R-v-Unknown - IP Gary Hoy - C44-381-78 - Kincora	3	1978	Unknown	Kincora	04/03/2016				
L	L	L	L	L	L	L				
224	Enquiries Re Kincora CM77-50-82	8	1982		Kincora	15/03/2016				
225	Chief Insp G Caskey Journal	182				15/03/2016				
L	L	L	L	L		L				
227	R-v- Gary Hoy - IP L CC2002033100541	40	2002	Hoy		15/03/2016				
228	R-v- Gary Hoy- IPs L CC2013042500360	37	2013	Hoy		15/03/2016				
229	L - RM12102411 - Kincora	60	2005	McGrath Mains Semple	Kincora	15/03/2016				



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230	_____ - Nazareth	19	2014	McGrath Semple Mains	Kincora	15/03/2016				
231	_____ CRV Kincora	6		_____		15/03/2016				
232	Dr Morris Fraser - RM15073255	6	2015	Fraser	Kincora	15/03/2016				
233	RM14076054 - Kincora	6	2014	_____		15/03/2016				
234	_____ - RM15008253 - Kincora	7	2015	_____		15/03/2016				
235	_____ RM15008249 - Kincora	10	2015	Unknown	Kincora	15/03/2016				
236	Clinton Massey - RM14026404 - Kincora	12	2014	McGrath	Kincora	15/03/2016				
237	Richard Kerr - RM14075953 - Kincora	18	2014		Kincora	15/03/2016				
238	Gary Hoy - CC2011101300352 - Kincora	32	2011	MrGrath Semple Mains	Kincora	15/03/2016	21/04/2016			
239	_____ - RM15058503 - Kincora	33	2015		Kincora	15/03/2016				
240	_____ CC2012042300693 - Kincora	36	2012	MrGrath Semple Mains	Kincora	15/03/2016				
241	_____ - CC2014072800904 - Kincora	43	2014	_____	Kincora	15/03/2016				
242	_____ CC2014030500675 - Kincora	59	2014	McGrath	Kincora	15/03/2016				
243	_____ - CC2015062900768 - Kincora	9	2015	Mains	Kincora	15/03/2016	20/04/2016			
244	Gary Hoy - CRV	40		Hoy		15/03/2016				
_____	_____		_____	_____	_____	_____				
_____	_____	_____	_____	_____	_____	_____				
_____	_____ Kincora	_____	_____	_____	_____	_____				
248	Joseph Mains CRV Kincora	1		Mains		31/03/2016				

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249	Raymond Semple CRV Kincora	2		Semple		31/03/2016				
250	William McGrath CRV Kincora	2		McGrath		31/03/2016				
251	_____	12		_____		18/04/2016				
252	Exhibit SEC29	1	1980's	_____	Kincora	18/04/2016				
253	Exhibit PJK10 Handwritten report DS _____	18	1980's		Kincora	18/04/2016				
254	Exhibit SRM13 - 1970-1971 Working Copy Prosecution File	20	1980's		Kincora	18/04/2016				
255	Exhibit PJK6 Address & Church Roll Dungannon FPC	46	1980's		Kincora	18/04/2016				
256	CLINTON MASSEY CRV	1		Massey		20/04/2016				
257	_____	6		_____		20/04/2016				
258	Criminal Record of _____	2		_____		20/04/2016				
259	R -V- JOSEPH MAINS - EHSSB CM77-83-94-KINCORA	22	1994	Mains	Kincora	20/04/2016				
260	_____ Document Kincora	2		_____		20/04/2016				
261	_____ IC01012299	3		_____		20/04/2016				
262	_____ DOB 13-06-1932 Criminal Record	1				20/04/2016				
263	_____	2		_____		20/04/2016				
264	_____ CC2016022600810-Kincora	5				20/04/2016				
265	_____ Kincora	5				20/04/2016				
266	_____ CC2013052300382 - UPDATE	10	2013	_____		20/04/2016				
267	Kincora Exhibit GC63 - Box 2	2	1980's		Kincora	20/04/2016				
268	Kincora EXHIBIT SRM12 - Box 2	5	1980's		Kincora	20/04/2016				

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269	Kincora EXHIBIT SRM9 - Box 2	33	1980's		Kincora	20/04/2016				
270	Joseph Mains Original statements & Interview Notes - Box 19	80	1980's		Kincora	20/04/2016				
271	Envelope containing letters docs and newspaper clipping - BOX 18	27	1980's		Kincora	27/04/2016				
272	Correspondence, Newspaper Allegations Sunday World - BOX 27	8	1980's		Kincora	27/04/2016				
273	R-v-Unknown-C400-221-99 - letters from Roy Garland-Kincora	17	1999			27/04/2016				
274	Alleged Offender [REDACTED] - C40 22 78 - Murder File	36	1978			27/04/2016				
275	Indexed book - Box 26	147	1980's		Kincora	27/04/2016				
276	Persons Interviewed - Box 26	16	1980's		Kincora	27/04/2016				
277	Lists of Children to be Interviewed - Box 26	29	1980's		Kincora	27/04/2016				
278	[REDACTED] C44-490-82 - Kincora	50	1982	[REDACTED]		27/04/2016				
279	Additional Allegations in relation to Kincora - [REDACTED] - C64-22-85 - Box S24 Part 1	201	1985		Kincora	27/04/2016				
280	Additional Allegations in relation to Kincora - [REDACTED] - C64-22-85 - Box S24 Part 2	233	1985		Kincora	27/04/2016				
281	Lever Arch File named Kincora Phase II Correspondence No 2 - Box S22	391	1980's		Kincora	27/04/2016				
282	Loose page re Indexed items - Box S22	1	1980's		Kincora	27/04/2016				

Number	Police File No.	Number of Pages	Approx Year of Investigation	Accused	Institution	Date PSNI email Sent to HIAI	Update PSNI email Sent to HIAI	Date Redacted Version email Sent to PSNI	Date confirmation received from PSNI	Any Other Comments
283	Copy report dated 21.03.1974 addressed to ACC Meharg - Box S22	3	1980's		Kincora	27/04/2016				
284	Caskey Papers unrelated to Kincora - Box S22	5	1980's		Kincora	27/04/2016				
285	Essex Police related papers re - Box S22	5	1980's		Kincora	27/04/2016				
286	File - Miscellaneous documents re GC80-81 and Wallace - Box S22	19	1980's		Kincora	27/04/2016				
287	C297-19-84 Conspiracy to murder and other terrorist crimes during 1983-1984 - Box S22	24	1980's		Kincora	27/04/2016				
288	Handwritten and typed correspondence re MCGRATH - Box S22	32	1980's		Kincora	27/04/2016				
289	File named material (incl. GC80 part of GC81) - Box S22	40	1980's		Kincora	27/04/2016				
290	Clear bag containing DBE 1 - incl photo images and pamphlets - Box S22	42	1980's		Kincora	27/04/2016				
291	Envelope titled B containing correspondence re mcgrath - Box S22	55	1980's		Kincora	27/04/2016				
292	Military Intelligence and Wallace - Reports by Caskey and ACC to Chief Con - Box S22	64	1980's		Kincora	27/04/2016				
293	Military documents re Wallace - Box S22	64	1980's		Kincora	27/04/2016				
294	OP BUSH file - Allegations by former - Box S23	429	1980's		Kincora	27/04/2016				
295	Correspondence File - Military Documents - Box S23	73	1980's		Kincora	27/04/2016				

Number	Police File No.	Number of Pages	Approx Year of Investigation	Accused	Institution	Date PSNI email Sent to HIAI	Update PSNI email Sent to HIAI	Date Redacted Version email Sent to PSNI	Date confirmation received from PSNI	Any Other Comments
296	Correspondence re [redacted] visit to Northern Ireland - BOX S23	19	1980's		Kincora	27/04/2016				
297	Document Exhibit Number EGM9 - Box S23	15	1980's		Kincora	27/04/2016				
298	Misc correspondence re [redacted] - Box S23	8	1980's		Kincora	27/04/2016				
299	Correspondence re Info received from Inmates (Kerr) of HM Prison Maze - Box S23	7	1980's		Kincora	27/04/2016				
300	Correspondence re William McGrath - Box S23	1	1980's		Kincora	27/04/2016				
301	Military Intelligence and John Colin Wallace - Box S24	44	1980's		Kincora	27/04/2016				
302	Progress Reports - Intelligence & Allegations re William McGrath & TARA - Box S24	12	1980's		Kincora	27/04/2016				
303	Interview Notes Colin Wallace 27.07.82 Lewes Prison - Box S24	8	1980's		Kincora	27/04/2016				
304	Special Branch Intelligence on Kincora - Box S24	7	1980's		Kincora	27/04/2016				
305	FOLIO document - Box S24	6	1980's		Kincora	27/04/2016				
306	Kincora Enquiry [redacted] - Box S24	42	1980's		Kincora	27/04/2016				
307	Miscellaneous Correspondence re The Kincora Enquiry - Box S24	24	1980's		Kincora	27/04/2016				
308	Hughes Enquiry - Committee of Enquiry into Childrens Homes, C3-1 Redacted	241	1980's		Kincora	27/04/2016				
309	VIII The Terry Investigations on Kincora - BOX S25_Redacted	73	1980's		Kincora	27/04/2016				
310	Alleged passing of classified documents - John Colin Wallace - Box S25_Redacted	72	1980's		Kincora	27/04/2016				



Number	Police File No.	Number of Pages	Approx Year of Investigation	Accused	Institution	Date PSNI email Sent to HIAI	Update PSNI email Sent to HIAI	Date Redacted Version email Sent to PSNI	Date confirmation received from PSNI	Any Other Comments
311	Supplementary Material - Annex A - Q A to MOD NIO - BOX S25_Redacted	26	1980's		Kincora	27/04/2016				
312	Exhibits JC1-8, DBE16 - Box S25	36	1980's		Kincora	27/04/2016				
313	Correspondence with NIO re Colin Wallace - BOX S25_Redacted	22	1980's		Kincora	27/04/2016				
314	Allegations of Wallace re Activities of Army & Security Service in NI_Redacted	7	1980's		Kincora	27/04/2016				
315	OP BUSH Correspondence re _____, CIS 5006 - Box S25_Redacted	20	1980's	Various	Kincora	27/04/2016				

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# Police Service of Northern Ireland

## Discovery Certificate - HIA Public Inquiry

**HIA Inquiry Public Hearing Module: KINCORA – PSNI, Public Protection Team**

### Institutional Homes and Addresses:

- **Kincora Boy's Hostel**, 236 Upper Newtownards Road, Belfast, BT4 3EU

### Official Declaration by C7 Police Public Protection Team

In relation to matters identified/requested by the HIA Inquiry for the Kincora Module Public Hearing, I certify that the relevant Public Protection Team location(s) have been diligently checked for any relevant hardcopy records that may not already be available on police systems.

**Signatory: D/Inspector** D. Higgins PM1268 **Date:** 18.4.16.

### Official Declaration by HIA Police Support Team, Knocknagoney, Headquarters

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**Signatory: HIA PST Inspector** [Signature] **Date:** 20/4/16

N.B. Where any specific items cannot be located, due to for example being believed to be missing, lost, damaged or previously destroyed etc, or where any other recovery related issues may exist, this will have been documented within previous related electronic communications to the HIA Inquiry Main solicitor or Legal Team

Keeping People Safe



# Police Service of Northern Ireland

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**Signatory: D/Inspector Bob Blemmings, Northern Trust PPU Date: 18/04/2016**

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**Signatory: HIA PST Inspector**

**Date:** 28/4/16

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# Police Service of Northern Ireland

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**Signatory: D/Inspector** \_\_\_\_\_ **P L Rowland** \_\_\_\_\_ **Date: 18/4/16** \_\_\_\_\_

### Official Declaration by HIA Police Support Team, Knocknagoney, Headquarters

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**Signatory: HIA PST Inspector** \_\_\_\_\_ **Date: 28/4/16** \_\_\_\_\_

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Keeping People Safe



# Police Service of Northern Ireland

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**Signatory: D/Inspector** LS Nicholson **Date:** 12/4/2016

### Official Declaration by HIA Police Support Team, Knocknagoney, Headquarters

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**Signatory: HIA PST Inspector** [Signature] **Date:** 14/4/16

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Keeping People Safe



# Police Service of Northern Ireland

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### Official Declaration by C7 Police Public Protection Team

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**Signatory: D/Ch/Inspector :** *David McBurney* **Date:** 29 04 2016

### Official Declaration by HIA Police Support Team, Knocknagoney, Headquarters

In relation to matters that may be relevant to the HIA Inquiry for the Kincora Module Public Hearing, I would certify the following locations have been diligently checked for any relevant hardcopy records not otherwise obtainable on available police systems: the Police Museum Archive, the Serious Crime Archive, Legal Services Branch, CARE BRC Records via NICHE & the Central Crime Registry, Knocknagoney. In addition, further wider nominal research was undertaken across available police systems, as requested by the HIA Inquiry regarding key persons of interest linked to Kincora Module. As a consequence of the diligent checks undertaken by the police Public Protection Team and the HIA Police Support Team for material that may be relevant to the Kincora Module Hearing, a list of the Portable Document Format (PDF) File Original Copy Documents (OCDs) provided to the Inquiry are contained on attached appendices.

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**Signatory: HIA PST Inspector** *[Signature]* **Date:** 29/4/16

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Unable to Locate - File Details	Notes
Gary Hoy File - C44/381/78 - Kincora Boys Home	We have searched all systems available to us including PPS and PRONI.
C64/2/80	We have searched all systems available to us including PPS.
Phase 1 exhibits	
DBE2 – Document Re Terms & Conditions of Service of DHSS dated 31 July 1977 – <b>No trace</b>	
GC2 – Case Discussions & Reports on Kincora – <b>No trace</b>	
GC7 – Monthly Reports on Kincora - <b>No trace</b>	
GC31 – Welfare Committee Meeting Minutes – <b>No trace</b>	
Phase 2 exhibits	
SEC6 Ministry of Home Affairs file TC582. – <b>No trace.</b>	
SEC7 DHSS file No 17294 – 1979 Monitoring visits to children’s homes – Statutory and Voluntary. – <b>No trace.</b>	
SEC10 Ring Binder – children’s homes inspections. - <b>No trace.</b>	
CM77/247/83 - Ronald Hugh Graham - missing	It is not known what is contained within this file. We could only find a reference for it.
conviction file - Indecent Assault 1974	We have searched all systems available to us including PPS.
C64/14/73	It is not known what is contained within this file. We could only find a reference for it.
CM77-225-83 & C64-72-85	Linked to C78/74/95 - Box 19 RvLarmour IP McMahon - It is not known what is contained within this file. We could only find a reference for it.
BCS 12/55 & BCS 5/11 - files relating to William & Worthington McGrath	We have searched all systems available to us.

S/DIVISIONAL Ref. No .....

H.Q. REF. No. ....

DIVISIONAL Ref. No .....

## ROYAL ULSTER CONSTABULARY

'S' ..... Division ..... CID ..... Sub-Division/Department .....

HQ CRIME SQUAD C1(a) ..... Station/Branch ..... 6 AUGUST 1980 ..... Date .....

SUBJECT ALLEGATIONS OF HOMOSEXUAL ACTIVITY AT KINCORA BOYS' HOSTEL,  
236 UPPER NEWTOWNARDS ROAD, BELFAST. - R -v- MAINS AND OTHERS .....

To ..... DIVISIONAL COMMANDER 'E' .....

1. On 3 April 1980 the following persons appeared at Belfast Magistrates Court on charges relating to homosexual activity involving boy residents of Kincora Boys' Hostel, 236 Upper Newtownards Road, Belfast.

They were - Joseph MAINS, born 31.7.1929, Officer in Charge at Kincora, 45 Comber Road, Dundonald.

Raymond SEMPLE, born 6.1.1922, Deputy Officer, 89 Fortwilliam Parade, Belfast.

William McGRATH, born 11.12.1916, Housefather, 188 Upper Newtownards Road, Belfast.

2. They were charged as follows:

MAINS (1) That you, between 3 March 1966 and 17 September 1966 in the County Court Division of Belfast committed an act of gross indecency with A B being another male person contrary to Section 11 of the Criminal Law Amendment Act 1885.

(2) That you, between 1 July 1979 and 31 July 1979 in the County Court Division of Belfast committed an act of gross indecency with A D being a male person contrary to Section 11 of the Criminal Law Amendment Act 1885.

SEMPLE That you, between 3 March 1966 and 17 September 1966 in the County Court Division of Belfast committed an act of gross indecency with A B being another male person contrary to Section 11 of the Criminal Law Amendment Act 1885.

Continuation Page

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OFFICIAL COVER UP

445. Apart from what must have been collusion by the three defendants in relation to the homosexual activity within the hostel there has been no evidence forthcoming to substantiate any allegation of an 'official cover up' as published in the Irish Independent Newspaper.

446. The police investigation has revealed that over a number of years the activities of the defendants, Mains and McGrath, have been brought to the notice of the authorities and this will be dealt with in the following paragraphs.

447. On 25 August 1971, Mr Henry Mason, who was then Belfast City Welfare Officer, submitted a file to the then Town Solicitor, the late Mr John A YOUNG, in relation to an investigation into complaints made by three Kincora residents namely,

and The individual complaints which were of a homosexual nature against the defendant, Mains, have already been dealt with in preceding paragraphs.

448. This file contains copies of the allegations by these boys and a record of an interview concerning the allegations held with the defendant, Mains. This interview was conducted by Mr Robert MOORE, then Children's Officer with the Welfare Department.

449. According to Mr Mason's letter (GC 17), Mr Charles Anthony McCAFFREY, who at the time was Assistant Children's Officer, interviewed another boy called has not yet been traced.

Part III  
Exhibit No GC/3  
Pages 61 - 107

Part II  
Pages 600 - 601

Exhibit No GC/17  
Part of GC/3  
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Part II  
Page 602

Continuation Page

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Part II  
Pages 730-731

553. On 9 February 1978, Mr Cyril George WINCLES, Senior Superintendent of the Department of Trade, Mercantile Marine Office, Customs House, Belfast, held an enquiry into the death of Stephen Waring under Section 61 of the Merchant Shipping Act 1970. Mr Wincles outlines the evidence given to the enquiry and his verdict at the close was 'Stephen Waring was lost at sea believed killed or drowned following a fall from the vessel'.

554. The police investigation has found no evidence to substantiate the newspaper allegation that Stephen Waring committed suicide as a result of homosexual activity. All evidence points to the fact that his suicide was attributable to his depression and the amount of alcohol taken prior to the suicide act. It must be remembered also that when Richard Kerr was interviewed he alleged that he and Waring entered into a suicide pact should they be caught for their crimes.

555. CHILD PROSTITUTION

No evidence has been found to substantiate the allegations in the Irish Independent that residents of Kincora Hostel were recruited for homosexual prostitution.

556. PARA MILITARY INVOLVEMENT AT KINCORA HOSTEL

This aspect of the allegations has been investigated and the only member of staff connected with a political/para military group is the defendant, William McGrath. There is no direct evidence to suggest that McGrath used his position at Kincora to recruit residents for any organisations.

557. McGrath's involvement was with a group known as TARA. This organisation was founded in the late sixties and McGrath would appear to be a founder member. When interviewed by police, Mr Clifford Smyth outlined the circumstances surrounding the formation of TARA. He

Pages 641-648



CONCLUSION

577. The police investigating these allegations found no direct evidence of any paramilitary influence at Kincora Hostel, or that any boy had been directly recruited through the hostel staff.

578. As already stated there is no evidence that any boy was 'hired out' for male prostitution, although it is clear that certain boys were possibly affected by their experiences in Kincora and are now practising homosexuals.

579. With regard to the allegation of an official cover-up, police investigations have revealed that in 1967 and 1971 complaints against the officer in charge at Kincora, the defendant, Mains, were the subject of an internal investigation by the Belfast City Welfare Authority. It would seem from the investigation file that the defendant, Mains, was given the benefit of the doubt in respect of the complaints made by [redacted] and [redacted] in 1967. However, there is nothing on the file to indicate what action was taken in relation to [redacted] complaint in 1971.

580. The police investigation shows that the defendant, McGrath's, homosexual tendencies prior to this employment at Kincora were brought to the notice of the police and Social Services through Mr Roy Garland and Miss Valerie Shaw.

581. Additionally to informing the police and Social Services, Miss Shaw brought this matter to the notice of several prominent people in the community.

Continuation Page

Page No. 107.

Part III  
Exhibit No GC/3

582. Apart from the Mason Investigation File and D/Constable Cullen's enquiry, which were brought to the attention of the Director and the Assistant Director of the Eastern Health and Social Services Board, all other matters were dealt with at District level by Mr Clive Scoular, the District Social Services Officer.

583. All persons involved, including police, have made statements in relation to their actions at the time, and no evidence has been found to support any criminal charges regarding this aspect of the investigation.

#### CHARGES

584. Although there is strong pressure by the Northern Ireland Gay Rights Association and through the European Courts, to have the Law in Northern Ireland brought into line with that in the rest of the United Kingdom, it is still an offence for male persons of any age to commit homosexual acts.

585. It is considered that in view of the recommendations at paragraph 41 that all residents and former residents be granted immunity from prosecution in respect of offences committed by them with the defendants, Mains, Semple and McGrath, and that this should be extended to include offences committed with each other and other adult males not connected with Kincora.

586. The exception to this should be the indecent assault admitted by \_\_\_\_\_ on the eight year old boy, \_\_\_\_\_

R -v- JOSEPH MAINS AND OTHERSPART IIALPHABETICAL INDEX TO STATEMENTS

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## ROYAL ULSTER CONSTABULARY

'S' ..... Division ..... CID ..... Sub-Division/Department .....  
 C1(a) ..... Station/Branch ..... 26 August 1982 ..... Date .....  
 SUBJECT KINCORA BOYS' HOSTEL - POLICE ENQUIRY PHASE II .....

To D/Chief Superintendent C1 .....

INTRODUCTION

1. On 24 January 1980, allegations were published in the Irish Independent Newspaper that boys in care at Kincora Boys' Hostel were the victims of homosexual activity. Ensuing police enquiries found these allegations substantiated and uncovered similar activity in 2 other homes in the Belfast area and one in County Down. The homes were:

1. Bawnmore Boys' Home, Shore Road, Belfast
2. Williamson House Children's Home,  
446 Antrim Road, Belfast
3. De La Salle Boys' Home, Kircubbin, Co Down.

2. As a result of the Police Enquiry, prosecution papers were forwarded to the Director of Public Prosecutions and on 16 December 1981, 3 members of staff of Kincora Boys' Hostel were sentenced at Belfast Crown Court for offences of indecency involving boys in care. At the same Court, 3 other men were sentenced for similar types of offences at Williamson House Children's Home and Bawnmore Boys' Home. Those sentenced were:

## Part IV

P 1	Joseph MAINS (Kincora)	- 6 years' imprisonment.
P 2	Raymond SEMPLE (Kincora)	- 5 years' imprisonment
P 3	William McGRATH (Kincora)	- 4 years' imprisonment
P 4	Peter Michael BONE (Bawnmore)	- 2 years' imprisonment

Continuation Page

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JOSS CARDWELL

287. BBC Reporter, Mr Moore, in the course of interviews with D/Superintendent Caskey remarked that a Mr Joshua CARDWELL, known locally as 'Joss', may have visited Kincora outside his capacity as Visiting Officer for the EHSS Board and may have attended religious meetings held by William McGrath and that his name had been written in the Kincora Visitors' Book.
288. It will be seen in the statement of David Patrick Morrow that Moore made an enquiry from him in relation to Mr Cardwell.
289. On 23 March 1982, Mr Cardwell was interviewed by D/Superintendent Caskey and D/Inspector Mack and he was asked if he had visited Kincora Boys' Hostel outside official visits and if he had ever taken boys out of the hostel. The Kincora Visitors' Book, Exhibit number PJM3, was produced to Mr Cardwell. Mr Cardwell stated that he had been a Belfast City Councillor for the past 26 years and in his capacity as such had been connected with Welfare Services for over 20 years. It should also be stated that Mr Cardwell was a Justice of the Peace.
290. Mr Cardwell further stated that part of his duties included, on behalf of the Belfast Welfare Committee, visiting homes for children and elderly persons in the Belfast area and that following these visits, he would make a report to either the Welfare Committee or the Welfare Officer. After re-organisation of the Health Services in 1973, such visits were made on a rota system.

Part II  
Ps 149-153

Ps 238-239

Part III  
Ex PJM3  
(not  
attached)

291. Mr Cardwell confirmed his signatures in the Kincora Visitors' Book but could not explain an entry dated 5 May 1969 when the name 'Jos Cardwell' was printed. He said it was not his writing and that he spelt his name 'Joss'.
292. He denied that he had ever taken boys out of the hostel or had them in his home. He also stated that prior to the newspaper allegations in 1980 he was only aware of one minor matter which had been brought to his attention by Mr Robert MOORE, now Director of Social Services in the Southern Area. Robert Moore was a Children's Officer at the time and told him that "Some person had put a hand below a blanket". As Robert Moore did not make this sound serious or give any details, Mr Cardwell made no further enquiries about the matter. He stated no complaints had been made to him of homosexual misconduct in any children's home in the Belfast area.
293. He denied the suggestion that he had attended religious meetings held by William McGrath. He also said he never knew the Kincora staff - Mains, McGrath or Semple - to be homosexuals.
294. Mr Cardwell stated that although he knew Mr Henry MASON the City Welfare Officer until 1973, he was not aware that Mason had conducted an investigation into Mains' behaviour at Kincora.

Continuation Page

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295. Mr Cardwell claimed that one evening about 5 weeks prior to the date of this interview, Mr Moore of the BBC called at his home, [REDACTED], and said he would like to have a talk about Kincora. He also stated that he received a telephone call from someone representing a Dublin newspaper on the same subject. Mr Cardwell said that he told both members of the press he would not discuss the matter.

Part II  
P 240

296. When he was seen on 15 April 1982, Robert Moore, Director of Social Services, could not recall the incident referred to by Mr Cardwell.

Part III  
Ex PJM3  
(not attached)

Part II  
P 241  
P 242

297. The Kincora Visitors' Book was produced to Joseph Mains by D/Sergeant Elliott at HM Prison on 5 April 1982. He confirmed that the name 'Jos Cardwell' entered on 5 May 1969 had been printed by him. It would appear on this occasion that Mr Cardwell had omitted to sign his own name.

P 243-244

298. On 25 April 1982, Mr Joshua Cardwell was found dead in the garage of his home. The full circumstances of his death were investigated by D/Sergeant S WILSON of Strandtown Police Station. A crime was not suspected.

P 245

299. An Inquest held at Belfast on 28 July 1982 found that Mr Cardwell had died in his garage as a result of Carbon Monoxide poisoning from the exhaust of his car.



Continuation Page

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300. At this point it should be stressed that throughout police enquiries into misconduct at 3 Belfast Children's Homes visited by the late Mr Cardwell, no allegations were made against him by any boy nor was there any suspicion of any misconduct by him.

Part II

P 246

301. On 2 July 1982 D/Superintendent Caskey re-interviewed Mr Chris Moore of the BBC as to the basis for his remarks. Moore would not reveal the source of his information and reiterated what he had said in the course of his previous interviews.

P 246

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Continuation Page

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Part II

P 292

CONCLUSION

362. It is considered that this report, from paragraphs 147 to 361 has dealt with the allegations published in the Irish Times on 12 January 1982 and includes the \_\_\_\_\_ case and others referred to by BBC Reporters, Mr Moore and Mr Flackes.

363. Apart from the recommended charge against \_\_\_\_\_ in paragraph 282 and the separate investigation in respect of \_\_\_\_\_, no evidence was found that British Officials in the Northern Ireland Office, policemen, Justices of the Peace, or businessmen and boys in care, were involved in a homosexual prostitution or vice ring.

364. None of the persons known to have committed or alleged to have committed offences in the \_\_\_\_\_ case come into any of these categories.

Continuation Page

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802.

803.

CONCLUSIONS

804. As conclusions were given at the end of each case, where applicable, it was considered that there was no need to refer to these again in the general conclusion.

805. It would be reasonable to expect, in view of the publicity in the aftermath of the Kincora convictions, that should there be outstanding complaints of homosexuality or any knowledge by any person of prostitution or vice rings this would have been made known to the police or other authorities. Other than the case which could be construed as a vice ring orchestrated by there is no evidence of any other such ring.

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**PART 5**



**KINCORA BOYS HOSTEL  
POLICE ENQUIRY PHASE 2  
NEWSPAPER REPORTS**

PART V  
KINCORA ENQUIRY PHASE II  
NEWSPAPER ARTICLES

IRISH TIMES

PUBLICATION DATE

PAGE

1981

15 December  
17 December  
18 December

1  
2  
3

1982

12 January  
13 "  
14 "  
21 "  
23 "  
27 "  
28 "  
30 "  
1 February  
4 "  
5 "  
6 "

4 - 5  
6 - 9  
10  
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12  
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<u>PUBLICATION DATE</u>	<u>PAGE</u>
<u>1982</u>	
8 February	28
9 "	29
12 "	30
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X REF C64 2 80.

# CRIME BRANCH

**Ref. No.**

KIN-30001

C64/5/83.

TITLE: KINCORA ENQUIRY. - MILITARY INTELLIGENCE AND  
JOHN COLIN WALLACE.

[illegible]

To R02

From: GS03 A

Date: 26 Feb 75

KIN-30308  
15 1102  
FEB 1975

William McGRATH (TARA) - 188 Upper Newtonards Rd

1. Subject first came to notice in April 1973 when Jean COULTER said he was leading TARA and that his son was also involved. Enquiries with PR HQNI indicated that McGRATH was homosexual and had Communist tendencies. Clifford SMYTH (TARA and DUP) was reported to be living at McGRATH's house at that time.
2. By Oct 73, further reports confirmed that McGRATH was homosexual and was using the Puritan Printing Co for propaganda purposes. During October and November 73, police reports indicated that McGRATH received a visitor from England, a [REDACTED], and 2 Dutch journalists, one of them called [REDACTED]. We do not know the purpose of these visits but on 6 Nov 73 an A2 report stated that McGRATH intended to visit one [REDACTED] of Amsterdam.
3. McGRATH again came to light in September 1974 when a TARA/ULA propaganda cassette tape was transcribed which exhorted the listener to send funds to McGRATH, giving his previous address, 5 Greenwood Avenue, Belfast.
4. An intelligent though devious man, who needs extremely careful "handling". I do not at present fully trust him but he is undoubtedly a mine of useful information on past incidents, organisation and personalities.

Page 1 of 1

1 of 1

119



KIN-30042

180. This document refers to enquiries indicating that McGrath was homosexual and had Communist tendencies and that he first came to notice in April 1973 as head of TARA.
181. Paragraph 4 of the document would tend to suggest that McGrath was a source of information for British Army Intelligence.
182. On 11 January 1983, D/Superintendent Caskey interviewed Lieutenant Colonel [REDACTED] and he made a statement in connection with this document. He said that the report signed by him was a short assessment based on the then available information on William McGrath. It was written without personal knowledge of McGrath.
183. [REDACTED] stated that paragraph 4 of the report was his pen picture assessment of this man.
184. SWJS5 - this document which is undated was recovered from the HQNI TARA file number 5523/6 and contains a handwritten reference SF/704/INT. The document is identical to the TARA document which has been marked DMcK1 and referred to by Irish Times journalist, David McKittrick. Lieutenant Colonel [REDACTED] has identified the word 'Section' written by him on the document. The Colonel has stated that in his opinion this document is the work of John Colin Wallace.

Part II  
Ps 92-93

Part III  
Exh SWJS5  
Ps 120-  
122

Exh DMcK1  
Ps 10-12

## STATEMENT OF WITNESS

STATEMENT OF: [REDACTED]

OVER 21

KIN-30160

AGE OF WITNESS (if over 21 enter "over 21"):

OCCUPATION OF WITNESS: LT COLONEL

ADDRESS: [REDACTED]

TO BE COMPLETED  
WHEN THE  
STATEMENT HAS  
BEEN WRITTEN

I declare that this statement consisting of two pages, each signed by me is true to the best of my knowledge and belief and I make it knowing that, if it is tendered in evidence at a preliminary enquiry or at the trial of any person, I shall be liable to prosecution if I have wilfully stated in it anything which I know to be false or do not believe to be true.

Dated this 11th day of January 19 83

(Sgd) G Caskey, D/Superintendent

(Sgd) [REDACTED]

SIGNATURE OF MEMBER by whom  
statement was recorded or received.

SIGNATURE OF WITNESS

I was stationed with the British Army in Northern Ireland from September 1973 until September 1975. I was employed as a GSO3 Intelligence Officer in [REDACTED] for that period. GSO3 means that I was General Staff Officer Grade 3 and my duty involved collecting, assessing and disseminating intelligence on terrorist organisations in Ulster. I now see produced a document which has been marked exhibit SWJS4. It is a short report of 4 paragraphs signed by me and dated 26 February 1975. That is a short assessment based on the then available information on William McGrath but without personal knowledge of the individual. It concludes paragraph 4 with my own pen picture assessment of this man. I also see produced a document which has been marked SWJS11. This is an assessment by me on TARA, an extremist protestant organisation, written on request of 8 Brigade by me as a general information brief on an organisation about which they had heard but knew little. It is based on miscellaneous reports available to me at the time. This report dated 6 July 1974 bears my signature. The one-page report marked SWJS9 is a trace on 3 individuals thought by the source to be TARA members. This ungraded report is taken from information available. It is signed by me and dated 10 July 1974. Among the documents produced to me marked SWJS1 to SWJS11, it is possible that I saw some of them whilst I was employed at HQNI, of these I can remember seeing exhibits SWJS2 and SWJS5. I recognise my handwriting of the word 'Section' on the top of the first page of

SIGNATURE OF WITNESS: (Sgd) [REDACTED]

STATEMENT OF:

CONTINUATION PAGE NO:

2

SWJS5. This document SWJS5 is, in my opinion, the work of Colin Wallace, Information Officer at HQNI. During my tour of duty in Northern Ireland I had on occasions to talk with Wallace for background information principally on terrorist organisations and on occasions what I regarded as interesting newspaper articles. Wallace might have discussed with me, William McGrath, then head of TARA but I am certain never in connection with Kincora Boys' Hostel. I don't recall even the question of McGrath being a homosexual discussed with Wallace. I am absolutely certain that Wallace never discussed with me that a cover up of the Kincora Vice Ring was preventing the killers of ten-year-old Brian McDermott from being apprehended. I have no knowledge of the misuse of any intelligence relating to TARA and William McGrath. Whilst it was reported that McGrath was reported to be a homosexual there was never any intelligence that he was engaged in homosexual acts with young boys or with anyone. I was not aware that McGrath was employed in Kincora Boys' Home until it was reported in newspapers several years after I left Ulster. I now see produced, the document SWJS10. This document is dated 5.1.77, therefore was produced after I left Ulster. I don't recall ever seeing a four-page MISR produced by Captain Gemmell which contained information that McGrath was employed in a boys' home. Captain Gemmell was employed at 39 Infantry Brigade during the latter part of my time there. Mr Ian Cameron who had an office next door to mine in HQNI had access to all intelligence received at HQNI but he usually relied on the Intelligence Staff to bring to his attention anything which would have been relevant to his work. I also note that my initials are on the foot of page one of the document marked SWJS8. My definition of the term "UK Eyes 'A'" is for use as a caveat, restricting the information to British Army circles only excluding the Ulster Defence Regiment.

SIGNATURE of STATEMENT MAKER: (Sgd)

## CHIEF CONSTABLE OF SUSSEX

POLICE HEADQUARTERS

LEWES BN7 2DZ

5432

REPORT BY SIR GEORGE TERRY, CBE QPM DL.,  
CHIEF CONSTABLE OF SUSSEX.

TO: Sir John HERMON, OBE.,  
Chief Constable,  
Royal Ulster Constabulary.

SUBJECT : THE KINCORA BOYS HOME, BELFAST, AND  
KINDRED MATTERS

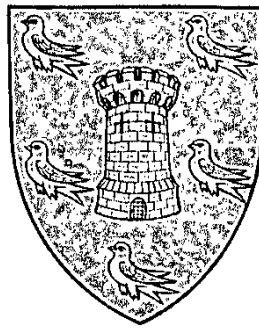
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1. This report is a summary, together with relevant background, of the enquiries carried out by myself at your request into the above subject. It should be read in conjunction with two separate reports by Detective Superintendent Gordon HARRISON and Superintendent Richard FLENLEY of the Sussex Force which detail the enquiries now completed, and whilst those two reports are of necessity inter-linked and with some duplication in particular, in general the report by Detective Superintendent HARRISON covers the criminal investigation aspects and that of Superintendent FLENLEY principally deals in detail with the allegations by the Press along with the background to them and all of their ramifications. Both of those reports are cross-referenced to the reports by the Royal Ulster Constabulary team headed by Detective Superintendent George CASKEY; the cross-referencing is considerable and, of course, all reports then link to the very many statements and exhibits.

2. I shall endeavour in compiling this report to be constantly aware of what may be a quite wide readership in due course and so of necessity I must include to a fair measure some background

SUSSEX POLICE

THE KINCORA BOYS HOME, BELFAST,  
AND KINDRED MATTERS.



REPORT BY DETECTIVE SUPERINTENDENT  
G.R. HARRISON, SUSSEX POLICE

TO SIR GEORGE TERRY CBE QPM DL  
CHIEF CONSTABLE OF SUSSEX

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any warnings about Kincora as early as 1978.

495. In total, the Royal Ulster Constabulary detectives traced 104 former Kincora residents, out of a total of 184 that had resided at the hostel over the period 1963-1980. A record was maintained of the lines of enquiry followed in respect of each person sought for interview. I am entirely satisfied that proper efforts were made to locate all former residents. The officers engaged on this task were encouraged no doubt by the frequent successes, in terms of locating witnesses who were prepared to give details of what had been happening to them, throughout the weeks they were employed seeking ex Kincora boys.

496. Although the sheer volume of statements, papers and records collected by the Royal Ulster Constabulary investigating team and the successful prosecutions achieved gave an early indication that the matter had been subject of a full enquiry, it was considered necessary to have as many former Kincora boys re-interviewed as possible. The principle reason behind this decision was the need to test the truth or otherwise behind the statements made in the media of stories of prostitution and the alleged involvement of prominent persons said to be protected by either a police or local authority cover up. Consequently, Superintendent FLENLEY and I interviewed and obtained statements from as many former Kincora residents as we could trace. These interviews with ex Kincora residents did not yield any significant additional information to that obtained by the Royal Ulster Constabulary detectives. We could not find any witnesses who claimed to be victims of prostitution, or anyone

who had any apparent knowledge of offenders holding prominent public offices. When we turned to the media representatives (see paragraphs 843-846 supra) for the names of victims or offenders, it appears that the reporters concerned, although so vigorous in demanding action in their newspaper articles, either could not or would not provide the police with a starting point for an enquiry by naming names.

497. The importance of the evidence obtained from the ex Kincora residents cannot be over emphasised, for they are said to be the victims of prostitution and of sexual assaults by prominent people. Without exception, they deny the truth of such allegations. These witnesses, many of whom have never met one another due to the time scale involved, must be considered in general to be reliable witnesses.

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1405. The factual picture to emerge of the Kincora affair and all that which has since been encompassed by it, is one of gross incompetence, neglect and the deliberate avoidance of responsibility on the part of a few individuals in the Social Services and to a much lesser degree the police. The dismal failure of those individuals to deal properly and effectively with matters brought to their attention enabled a number of staff members with homosexual inclinations employed at childrens homes in the Province to continue to corrupt some of the young people consigned to their care.

1406. In respect of the most serious allegation made by the media, there is absolutely no evidence that a cover up of any complaints, allegations or suspicions of homosexuality involving children in care was effected, attempted or considered by any individual or organisation, official or otherwise, irrespective of whether or not having a statutory or moral obligation towards children in care or the investigation of crime.

1407. Neither is there any evidence that residents or staff of any childrens home were involved in the homosexual liaisons or soirees of [ ] or [ ], as suggested in the first Irish Times article.



1408. In respect of the activities of

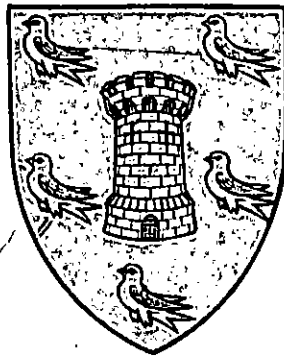
, residents, former residents and the staff of the Kincora Hostel or other childrens homes in the Province, no evidence has been found to support allegations of a prostitution ring involving children in the care of the Social Services, paramilitary groups or prominent or professional persons.

A handwritten signature in black ink, appearing to read 'R.A. Flenley', with a horizontal line underneath.

R.A. Flenley  
Superintendent  
Sussex Police

SUSSEX POLICE

THE KINCORA BOYS HOME, BELFAST,  
AND KINDRED MATTERS.



WITNESS STATEMENTS

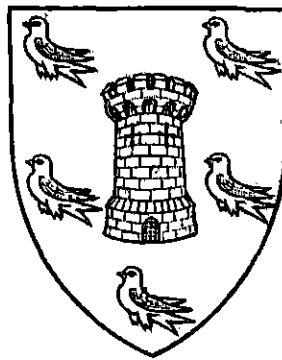
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CONFIDENTIAL

SUSSEX POLICE

THE KINCORA BOYS HOME, BELFAST  
AND KINDRED MATTERS

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EXHIBITS

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## SUSSEX POLICE

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SUBJECT:- ADDITIONAL ALLEGATIONS IN RELATION TO KINCORA BOYS' HOSTEL -  
CAPTAIN FREDERICK JOHN HOLROYD AND JOHN COLIN WALLACE

PART I

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H. U. C.  
SPECIAL BRANCH

P+S

for MF 24 1 89

GRATH,

WILLIAM

ALIAS

NICKNAME

CHANGE OF ADDRESS

OFFICE USE ONLY (ENCLOSURE)

Form 51

Form 58

Int. Folder(s)

Photograph(s)

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NO. OF RELATED  
FILES

SUBJECT OF RELATED FILES

SB Number

M<sup>c</sup>GRATH

WILLIAM WORTHINGTON

No.

MICRO. No.

Box 500 No.

DIV. No.

McGRATH, William.  
15 Wellington Park,  
Belfast.

(D.O.B. 11.12.1916; Secretary of the Christian Fellowship & Irish Emancipation Crusade;

7. 7.1966 - Enquiry to D/Constable [redacted] re above-named who is known to have been on the platform at one of the Rev. Paisley's rallies in the Ulster Hall. See BCS.12/55.

5. 8.1966 - D/Const. [redacted] reports that above-named is Secretary of the Christian Fellowship and Irish Emancipation Crusade, 15 Wellington Park, Belfast, which is a pro-loyalist organisation and every opportunity is taken to display the Union Jack from its premises. Particulars of this man's family is also given. See BCS.12/55.

McGRATH, William Worthington  
4 Greenwood Avenue,  
Belfast.

D.O.B: 1950.  
Occ: Shop Assistant.

5.11.1969 - Per I.G.'s Reference Number [redacted] - an anon. letter has received by the I.G. regarding a/n who wears a badge with the letters U.V.F. thereon. See BCS.5/11.

17.11.1969 - To I.G. - a/n is the person concerned. There is no political significance in the wearing of the badge. See BCS.5/11



F21

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Office of origin. 1 copy.  
S.B. Divisional H.Qs. 1 copy.

File Number

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20, 1/163

Date of information 16.4.73

Typed on 17.4.73

TI

## T OF REPORT

The T A R A group which became public as announced in the Press on 11.4.73 is formed in platoons of 20. All membership is from within the Orange Order. Each platoon has 1 Sergeant, a Quartermaster and an Intelligence Officer. Dues of 50P per month are collected - one half of the dues go to a Central Fund and the other half to the platoon. Platoons, if requiring stores, could draw from the Central Fund.

The C.O. of TARA is William McGrath, 4 Greenmount Avenue, Upper Newtownards Post, Belfast. His assistant is Frankie MILLAR who lives on the Shore Road.

The former Intelligence Officer is Clifford SMYTH, D.O.P. ~~XXXX~~ Rep. The Administration Officer is David BROWN, close associate of PAISLEY and deputy editor of Protestant Telegraph, who resides in Bangor.

An ex-member of TARA is [REDACTED], 28 years, Work Study Engineer with [REDACTED]. He is now a frequent speaker on Vanguard platforms, although is still a member of the Young Unionist Party. He joined TARA believing it to be a sincere organisation but learnt that it was otherwise.

The C.O. McGRATH is a reputed homosexual and he is alleged to have kept members ensnared in the organisation by threatening to reveal homosexual activities which he had initiated. He used the Irish Emancipation Christian Fellowship, Wellington Park, Belfast as a front for TARA. Membership has been falling drastically and they went public to create a myth about their size.

Not Continued on attached sheet(s) Nos.

Not Continued on attached sheet(s) No.

## Grading

**COMMENT BY ORIGINATOR**

**COMMENT OF SUBMITTING OFFICER (where applicable)**

Further details, when obtained will be submitted.

## COMMENT BY HEADQUARTERS

SB Number

KT III

no interest.  
it to which  
formed by other sources.

Ref. Team  
Places  
when noted