

DIOCESE OF CANTERBURY

INDEPENDENT SAFEGUARDING AUDIT by SOCIAL CARE INSTITUTE FOR EXCELLENCE – MARCH 2017

ACTION PLAN

Report reference	Consideration for the Diocese	Initial response	Work planned	Person/body responsible	Completion date
2.1 A	Use the forthcoming appointment of a new Dean of Jersey as an opportunity to explore the division of safeguarding leadership roles in the Channel Islands.	Both Jersey and Guernsey have planned developments in the leadership of the safeguarding function.	Work will continue to establish and develop new leadership structures.	RAG and DSAs	December 2017
B	Consider whether there is a role for archdeacons and Channel Islands deans in the formal safeguarding management structures of the Diocese.	It is acknowledged that the governance structure for safeguarding in Canterbury does not match the structure recommended by the national church. The diocesan structure has developed organically over 15 years and clearly works. Nevertheless it is sensible to review the governance arrangements and this will be done.	A full review of the formal safeguarding management structures of the Diocese will be carried out to include all the considerations mentioned in this report. Meanwhile there will be discussion about the inclusion of CI representatives in RAG meetings etc.	DSMG and RAG	Work will start in September 2017 but completion will be dependent on the publication of the new national guidance.
C	Consider promoting a positive view of safeguarding to further build upon the strong safeguarding culture.	We believe that the only way to embed safeguarding into the culture of parishes and people is by winning hearts and minds. Any sense of coercion will be counter-productive. In regular newsletters to parish co-ordinators, the annual conference and	The necessity of being positive will be borne in mind in all future discussions.	DSMG and RAG	Ongoing

		face-to-face training the message is clear – this is because we want to be a safer church, not because we have to.			
D	Discuss whether further developing safeguarding links with Canterbury Cathedral would be of mutual benefit.	Cathedral and Diocese have different perspectives and distinctive challenges but one of the diocesan DSAs also acts now in that capacity for the Cathedral, and regular meetings are taking place between the two Management Groups. We are exploring the use by the Cathedral of the diocesan case recording system SafeBase.	The relationship will continue to develop.	DSMG and RAG	Ongoing
2.2 A	Consider whether including the DSAs and the DST in wider diocesan team meetings would be of mutual benefit.	The DST is promoting a wider training forum and the DSAs are well known in Diocesan House. The result is that they are consulted when safeguarding issues arise and advice and training are provided as appropriate. There is a close link with the Communications Officer.	Other ways of co-operating will be examined, particularly in current discussions with the Board of Education on information sharing.	DSAs and DST	Ongoing
B	To arrange professional supervision in accordance with the requirements of the Diocesan Safeguarding Regulations, with explicit links to internal management systems and annual appraisals for the DSAs and DST.	The two DSAs have an established pattern of reviewing cases and offering challenge to each other which is evidenced on the case file.	We will look for a person with appropriate qualifications to provide professional supervision with explicit links to internal management systems and annual appraisals for the DSAs and DST.	DSAs and RAG	By December 2017
2.3	Consider a review and restructure of the management of safeguarding in the Diocese, using Promoting a Safer Church as a reference point. Within that to	Agreed.	A full review of the formal safeguarding management structures of the	DSMG and RAG	Work will start in September 2017 but

	<p>address:</p> <p>a) the independence of the chair of the DSMG</p> <p>b) the function of the RAG</p> <p>c) how to include archdeacons in the diocesan safeguarding management groups</p> <p>d) how best to incorporate representation from the deaneries of Jersey and Guernsey.</p>		Diocese will be carried out to include all the considerations mentioned in this report.		completion will be dependent on the publication of the new national guidance.
2.4	Make minor updates to the local safeguarding guidelines to remove reference to No Secrets and to include all members of the safeguarding team.	These updates have already been made on the diocesan website.	The diocesan Guidelines will be reviewed when the new national guidance is published.	DSMG and RAG	By December 2017
2.5	Consider how to consistently implement the use of core groups for church officers, in line with the national guidance (Responding to Serious Situations relating to Church Officers (2015)).	Since the audit practice has been changed to implement the use of core groups in appropriate cases.	Each new case is reviewed to see if a core group is required under the national guidance.	RAG and DSAs	Ongoing
B	Consider how to further improve recording systems through prioritising the move to one recording system and including case summaries on large ongoing cases.	Case summaries are being implemented. All current cases are on the digital system "SafeBase" and in view of the pressures on the safeguarding team we do not see transferring old casework on to the system as a priority.	No further action.		
C	Consider how to facilitate all involved in safeguarding to exclusively use their diocesan email addresses.	Already facilitated.	No further action required		
D	Consider how to consistently have risk assessments on file to accompany safeguarding agreements.	This is clearly good practice but asking statutory bodies such as the police and probation service to provide copies of their	SafeBase has been amended to provide a tick box on the		Completed

		risk assessments is not always productive.	contract form to prompt a request for the relevant risk assessment from the statutory bodies.		
E	Consider the implications of the Diocese's increasing engagement with service provision for vulnerable people.	The safeguarding team is developing a relationship with the Communities and Partnerships Framework, working in particular with disadvantaged communities. This work has resulted in a significant increase in the number of individuals referred to the DSAs.	The implications from this developing stream of work for training, awareness-raising and support will be carefully monitored to ensure that, if possible, the resources required match the task.	RAG and DSAs	Ongoing
2.6	Continue to develop and monitor a clear strategy for training lay people, and for reaching the last of the untrained people with the Bishop's Licence.	The Diocese has a good record of providing training for licensed and lay individuals, having developed its own courses. Implementation of the new compulsory national lay training strategy is being hampered by delays at national level but will be rolled out as soon as possible. There are very few licensed individuals who have not been trained and pressure is maintained on licence holders to attend training.	As soon as the promised online lay training resource is published by the national safeguarding team a comprehensive strategy will be rolled out to parishes and deaneries. Plans are in place to complete this training as quickly as is reasonably possible.	RAG and DST	By September 2017
2.7	Ensure recruitment filing is secure in line with data protection practice.	Some files in the ordination discernment process were found to contain loose papers.	This situation has been rectified.		Completed
2.8	Use the parish dashboard to identify missing DBS checks, and use that information to make a concerted effort to address any backlog.	The backlog in renewed DBS checks has come about because of the pressure of other demands on the administrative resources of the safeguarding team.	Discussions are in progress to decide the most effective use of the dashboard and it	RAG	By December 2017

			may be of limited use in addressing the backlog. A change to the national database system is providing challenges to the introduction of the parish dashboard.		
2.9 A	Consider reviewing the whistle-blowing policy.	Agreed	We will review the whistle-blowing policy	Diocesan Secretary	September 2017
B	Put a complaints policy in place, and/or make it more accessible.	Agreed	There is a complaints policy but it will be reviewed to ensure that it meets the needs of the safeguarding context.	Diocesan Secretary	September 2017
2.10	DSMG to consider what formal quality assurance systems to implement.	Formal quality assurance systems present a significant challenge in a federated, largely volunteer organisation such as the church.	We are awaiting developments involving the national safeguarding hub to see what advice and recommendations emanate from the national safeguarding team.	DSMG and RAG	December 2017
2.11 A	Consider involving archdeacons and the deaneries of Guernsey and Jersey in formal safeguarding structures, as per 2.1 and 2.3.	See 2.1 B above			Ongoing
B	Continue the shared endeavour to develop commonalities in safeguarding culture across the Diocese, and all of the Channel Islands.	See 2.1 B above			Ongoing

C	Roll out the parish dashboard as the basis for data capture in the future.	See 2.8 above			Ongoing
2.12	Review the options available for supporting survivors of abuse within the Diocese.	We believe we have a good record of supporting survivors of abuse within the Diocese even though the use of the Authorised Listener scheme is limited.	Each case will be considered on its merits and appropriate action taken. There is regular contact with the Living Well and lessons from their experience will be incorporated into diocesan practice.	DSAs	Ongoing

Abbreviations: DSA – Diocesan Safeguarding Advisor
DST – Diocesan Safeguarding Training Advisor
DSMG – Diocesan Safeguarding Management Group
RAG – Risk Assessment Group (the executive arm of the DSMG)

14 June 2017

Revised 4 July 2017