

Safeguarding Action Plan

In response to the Independent Audit in December 2016

Report Conclusions - Areas for Further Development

Section 3 of the Audit Report summarises the main eight areas for further development.

	Text from the Audit Report	Our position	Further action	By whom?	By when?
A	Risk assessments, whilst being done, need to be in line with the House of Bishop's Guidance, formally recorded and on file.	Risk assessments are carried out for all safeguarding situations, and these are now formally recorded on file in the required format.	Risk assessments to be formally recorded on all old case files. The consultation on the new national risk assessment training to be completed.	Carol Clarke Kerry Young Carol Clarke	31/08/2017 10/05/2017
B	Awareness needs to be developed regarding Adult Safeguarding.	Safeguarding adults will be a significant theme in the forthcoming Bishop's Safeguarding Day for clergy. We are also seeking to appoint a new member to the DSSG who specialises in Adult Safeguarding.	Organise Bishop's Safeguarding Day for clergy on 21 st June 2017. Appoint a specialist professional in Adult safeguarding to the DSSG	Carol Clarke Bishop's Council	21/06/2017 20/06/2017
C	Better support to survivors of abuse is needed, with more publicity and promotion of any service or resource on offer to survivors.	Support to survivors is currently provided by the Diocesan Safeguarding Adviser and we are considering how best to provide additional resources.	Liaise with CRASAC and the Blue Sky Centre regarding support they can offer. Identify a budget to cover the cost of support. Information to be provided on the Diocesan website.	Carol Clarke Ruth Marlow Graeme Pringle	31/07/2017 30/09/17 31/07/2017
D	There are concerns that the DSSG is becoming over-involved in casework rather than strategic scrutiny - the scrutiny of training and the numbers who are trained is an example of an area the DSSG could usefully be closely monitoring.	New Terms of Reference of the Diocesan Safeguarding Scrutiny Group (DSSG) to be approved by the Bishop's Council.	New terms of reference to be approved by Bishop's Council.	Ruth Marlow	08/05/2017

	Text from the Audit Report	Our position	Further action	By whom?	By when?
E	Training – there is a huge demand and a limited supply. There are plans to address this but it needs to be a priority.	<p>The high demand for training has arisen as a result of new national guidance. Between September 2016 and March 2017 212 members of the clergy, clergy with PTO or readers have attended C3 safeguarding training. 500 lay people have attended Module C1 safeguarding training with a further 400 booked onto one of the 14 sessions taking place between April and July 2017. A questionnaire has been sent to all parishes in order to quantify the outstanding demand for training.</p> <p>More training capacity is being developed with the recruitment of Deanery trainers, but care needs to be taken to maintain the high quality of training that the audit recognised. Three have been appointed and trained and are ready to commence delivery of Module C1. Four further deanery trainers have been appointed and are awaiting training.</p>	<p>C0 – the on-line basic safeguarding course will be released after Easter.</p> <p>Deliver ‘Train the trainer’ courses Deanery trainers requiring extra training before being able to deliver Module C1.</p> <p>Undertake interviews for people are going who has expressed an interest in Deanery trainer roles.</p>	<p>Carol Clarke Graeme Pringle</p> <p>Carol Clarke</p> <p>Carol Clarke</p>	<p>28/04/2017</p> <p>31/07/17</p> <p>12/05/2017</p>
F	There is an on-going challenge to ensure that parishes both comply with safeguarding requirements but also understand why this is needed.	This is one of our two top priorities. 70% of churches have now completed a self-audit, and we have identified specific areas where parishes require additional support.	<p>The 30% of churches who have not completed their self- audit are being followed up and support given to complete the audit.</p> <p>Provide targeted support to those parishes who have identified a need for further support in the self-assessment audit</p>	<p>Helen Tebbatt</p> <p>Helen Tebbatt</p>	<p>31/07/2017</p> <p>31/12/17</p>
G	Whilst there are some initiatives regarding support to PSOs, this also needs to be prioritised and developed.	Additional hours have been provided for the DS Assistant to support PSO’s.	<p>Contact all PSO’s when they take on the role.</p> <p>Visits all PSO’s.</p> <p>Continue to provide training to PSO’s on safer recruitment and the new DBS provider, with the opportunity to share good practice and concerns.</p>	<p>Helen Tebbatt</p> <p>Carol Clarke</p> <p>Carol Clarke</p>	<p>On-going</p> <p>On-going</p> <p>April to July 2017</p>

	Text from the Audit Report	Our position	Further action	By whom?	By when?
H	The Diocese needs to agree with parishes guidance about data storage regarding safeguarding and recruitment paperwork.	In accordance with temporary national guidance from the Independent Inquiry into Child Sexual Abuse, all parishes have been instructed to retain all safeguarding paper work. We are working on new guidance which will be issued once this temporary guidance has been revoked.	Parishes to be reminded to retain all safeguarding paper work. Guidance to be issued on data storage to ensure that paperwork is kept correctly.	Graeme Pringle	31/05/17

Items for Consideration by the Diocese

Section 2 of the Audit Report suggests items that should be considered by the Diocese.

Ref	Text from the Audit Report	Our position	Further action	By whom?	By when?
2.2	Consider a way to formally acknowledge the out-of-hours provision provided by the DSA.	There is no formal out of hours provision at present. Information is provided regarding the Local Authority out of hours service for adults and children in Coventry, Warwickshire and Solihull.	Further discussion needed regarding out of hours provision.	DOST	03/05/2017
2.3	Try and recruit a representative from Adult Services onto the DSSG.	We are also seeking to appoint a new member to the DSSG who specialises in Adult Safeguarding.	A person has been approached to take on this role.	Carol Clarke	18/05/2017
2.3	Consider the best way to re-visit and re-focus on the Terms of Reference for the DSSG in line with the forthcoming new national safeguarding policy.	Covered by item D in the previous table.			
2.4	Develop guidance for parishes on data storage regarding all safeguarding paperwork and documentation.	Covered by item H in the previous table.			
2.5	Written risk assessments need to be undertaken in line with the House of Bishops' guidance.	Covered by item A in the previous table.			
2.5	Explore ways to combine risk assessments with the RAG rating system currently in place.	Further work has been undertaken to combine the risk assessments with the RAG rating system.	Risk assessments to be completed and printed off for all new cases. Risk assessment to be completed and printed of for old cases.	Carol Clarke Kerry Young	On-going
				Carol Clarke	31/08/2017
2.6	The DSSG to consider how it can monitor, and hold to account, the Diocese regarding numbers of people who require safeguarding training, if they are accessing it and, once trained, whether they are using it effectively.	Safeguarding training is an item for discussion on the DSSG agenda.	DSSG to have further discussion on this item.	DSSG	18/05/2017

Ref	Text from the Audit Report	Our position	Further action	By whom?	By when?
2.7	Safer Recruitment needs to be consistently evidenced on Blue Clergy files and the evidence needs to be easily located.	Blue clergy files are administered at Bishop's House where there is a clear system for the management of these files. Blue files of clergy new to the Diocese are audited by the DSA. Labels on the inside cover of the blue clergy file and a data sheet inside the file provides information regarding DBS checks, safer recruitment procedures and safeguarding training.		Christine Camfield	Completed.
2.9	Develop a complaints procedure which specifies how to deal with complaints about the safeguarding service.	Existing complaints procedures do not relate specifically to safeguarding, and are not well publicised.	Complaints procedure to be written that is specific to safeguarding. This procedure will be published on the Diocesan website.	Graeme Pringle	31/07/2017
2.9	Review the existing whistleblowing policy in light of recommendations published in the national safeguarding consultation document published in October 2016.	Existing whistleblowing procedures do not relate specifically to safeguarding, and are not well publicised.	Whistleblowing procedure to be written that is specific to safeguarding. This procedure will be published on the Diocesan website	Graeme Pringle	31/07/2017
2.10	Consider a work plan for the DS Assistant in planning her work in engaging with the parishes.	Extra hours have been provided for the DS Assistant for the purposes of liaising with and supporting parishes and parish safeguarding officers.	The DS Assistant to continue to visit parishes and parish safeguarding officers where the parish audit has not been completed.	Helen Tebbatt	Work plan to be reviewed on 31/07/2017
2.11	Consider ways to share the findings of the Visitations and Articles of Enquiry at the DSSG.	Responses to the Articles of Enquiry are being collated by the Assistant to the Archdeacon's PA.	Report to be provided to DSSG on the findings of the Visitations and Articles of Enquiry.	Carol Clarke	24/08/2017
2.12	Develop a service that gives survivors the opportunity to talk to skilled people who are independent of the Church, and publicise widely the resource that can be accessed in the meantime.	Covered by item C in the previous table.			