Audit of Safeguarding in the Diocese of Carlisle November 2016

Issues for Consideration and Action Plan

Introduction

During November 2016, the Diocese was visited by two auditors from the Social Care Institute for Excellence (SCIE). SCIE has been asked to audit the safeguarding arrangements in every diocese of the Church of England, and our lead auditor has accumulated significant experience of safeguarding in the Church across a number of dioceses.

The report is very positive in terms of leadership commitment from our Bishops and senior clergy, and how we are developing safeguarding. The auditors thought the work of the Diocesan Safeguarding Adviser (DSA) to be sound, and felt that our independently chaired Safeguarding Panel wants to be increasingly effective.

There were inevitably issues we need to address to be even better. These are discussed in the body of the report & reflected in the Issues for Consideration listed by the auditors. Some are about improving processes (for example, how we progress Disclosure & Barring Service – DBS – checks). Some are important for the future of continued good safeguarding in our Diocese (for example better supporting parishes, delivering our Training Plan, and knowing which church communities are on top of safeguarding and which need support).

This Action Plan lists the Issues for Consideration proposed by the auditors, with a commentary on our current (May 2017) position on each. Against each Issue there is also a proposed action or actions with a timescale and who is going to support the DSA in achieving this.

This Action Plan will be monitored on a regular basis by the Bishop's Leadership Team (BLT) and the Diocesan Safeguarding Children & Vulnerable Adults Panel, as well as by the Church's National Safeguarding Team.

Issues for Consideration	Commentary – May 2017	Action	Lead person(s) with DSA & timescale
Safeguarding in Parishes 1) Work with a group of Parish Safeguarding Coordinators (PSC's) to build a picture of the kind of support they would find	The training plan is now in place & accessible training including discussion with PSC's is being rolled out across the Diocese. This will be	• Make Level C1 & C2 Safeguarding training available to all PSC's.	Safeguarding Trainer Training now underway

useful in the voluntary role and how best to deliver it given the size of the area.	embedded via regular support, consultation & support sessions. See also below for Policies and for Safer Recruitment.		
2) Consider how to more effectively support PSCs and embed safeguarding at parish level.	The Archdeacons have already simplified the questions asked in the Articles	• Arrange drop in support, consultation & feedback sessions for PSC's in each deanery/group of deaneries. • Simplify safeguarding questions in Archdeacons Articles & ask PCC's to schedule at least one discussion of parish safeguarding ahead of a structured PSC report to the Annual Meeting	Safeguarding Trainer To commence Sept. 2017 on a rolling basis Archdeacons July 2017
Diocesan Safeguarding Panel 1) Consider how to build the representation at panel of serving safeguarding professionals in senior positions in statutory agencies, so that the diocese is more thoroughly subject to external challenge.	Once the new overarching national policy document, Promoting a Safer Church, comes into force, the role & composition of a Panel will be centrally prescribed. We will work on this as part of our work on ToR & Panel structure.	• Proposal to Safeguarding Panel.	Chair & Vice Chair of Panel October 2017

2) Revise the Terms of Reference (ToR) and decide what the core business of the panel should be and how best to focus on it.	It is proposed that Promoting a Safer Church will include a model ToR & we shall adopt that. In the meantime the Panel will focus on key targets in this plan. Small time limited groups of members will support the DSA in reflecting on key case review & risk assessment tasks.	• Revised ToR to Safeguarding Panel.	Chair & Vice Chair of Panel October 2017
Guidance, Policies & Procedures 1) How to best present national policy & practice guidance in a way that PSC's can understand & use readily, such as being available via the diocesan website & development of any local tools to make it more accessible (if required) eg. local handbook.	Following agreement of Promoting as Safer Church, we shall adopt the national policy framework as our own – providing simple, summary, navigation tools for parishes. This will dovetail with the summer 2017 development of our new Diocesan website.	• Restructure the Safeguarding section of our Diocesan website to utilise nationally agreed policy, procedure & guidance.	Diocesan Communications Manager September 2017
Casework 1) Review all existing safeguarding agreements to be confident they are based on adequate risk assessment & that the agreements meet current practice standards.	Some historic Safeguarding Agreements that manage the worship of those who might be a risk to others are in need of review using the current risk assessment framework.	• Complete reviews. • Small groups delegated by the Safeguarding Panel will consider key Assessments with the DSA.	September 2017
2) Check that the	Completed –	• None	Completed

training framework has clear content about adult safeguarding.	training framework is as required nationally.		
3) Consider introducing a case management system.	Case management models under consideration.	• Propose case management model to BLT.	September 2017
Training 1) Consider how to provide training with the administration support it needs. 2) Consider how to monitor the "throughput" of people trained regularly enough for it to become obvious if targets are not achievable, and take action if it is needed.	Completed – administration agreed within revised admin. Structure. This will be monitored through the new national electronic record of training, but is currently monitored from paper records.	• Agree training admin. Support from within the diocesan admin. resource. • Biannual training report to BLT followed by Safeguarding Panel.	Diocesan Secretary, Safeguarding Trainer Completed Safeguarding Trainer July 2017
Safe Recruitment 1) Make sure that Blue Files meet national standards regarding the evidence of safer recruitment and that all the 2011 checks planned for resubmission in 2016 have now been received back in the Diocese. 2) Introduce a simple marker so that, where a member of the clergy is or has been the subject of a safeguarding	This work has commenced. These have been received.	• To scope content & timescales for the file review & updates to file structures. • None • Format agreed & files noted as part of above process.	Bishop's Chaplain July 2017 Completed Bishop's Chaplain July 2017

allegation, it is clear where the information can be found.			
3) Keep under review the most efficient way to procure DBS checks.	In a diocese with such a large number of current parishes with little local administration, this remains the best option. We have reconfigured resources at Church House to reduce the time the DSA spends advising on process.	• Identify centrally based administrators to advise on DBS processes.	Diocesan Secretary Completed
Complaints 1) Consider the need to specify within the complaints policy the process for complaints about safeguarding officers and their work	We shall do this as we adopt the new national policy framework and substitute this for our current locally drafted procedures.	• Restructure Diocesan Website to support nationally agreed policy, procedure & guidance.	Diocesan Communications Manager September 2017
Quality Assurance 1) Consider how Quality Assurance (QA) can be implemented: what the diocese wants to achieve from it, next year and in years to come (given that it is not a one off process). 2) Make sure that	The BLT and Safeguarding Panel are considering how this should be taken forward, identifying QA measures owned by the BLT & led by the Archdeacons, and any additional measures the Panel will wish to own.	• The BLT will agree what its key measures will be on an annual basis & will receive twice yearly reports of progress achieved. For year one the key measures are the actions in this plan. • Archdeacons	+ Penrith 2018/19 scorecard to be agreed March 2018 Archdeacons

information about safeguarding systems that results from Articles of Enquiry and Visitations is shared with the panel and used to focus support on parishes that are struggling.		will report annually to BLT & to the Safeguarding Panel on the information returned in the Articles, & biannually on visitations planned & undertaken.	December 2017 – report on Articles. September 2017 – commence reports on Visitations
Resources for Children & Vulnerable Adults 1) Review the Authorised Listener service with the aim of making it relevant and accessible.	This will be undertaken with independent input.	• Undertake review.	December 2017
2) Consider using the Youth Churches as a starting point for finding out what young people think makes a safe church.	This will be taken forward once the planned safeguarding input to the deaneries and parishes employing youth workers or using volunteers to work with young people has bedded in.	• To scope with Network Youth Ministry leaders.	Commence September 2017