

## SCIE AUDIT OF SAFEGUARDING IN THE DIOCESE OF SODOR & MAN:

### ACTION PLAN TO RESPOND TO THE AUDIT'S SUGGESTIONS OF ISSUES FOR THE DIOCESE TO CONSIDER

Created: April 13<sup>th</sup> 2018.

Last updated : May 9<sup>th</sup> 2018

N.B the actions below are additional to those recorded on the Diocese's on-going overall Safeguarding Development Plan. They are kept separate to aid the planning of our response to the specific observations and suggestions of the SCIE Audit and to monitor progress on resulting actions. The two plans will be integrated in due course.

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<b>2.1 SAFEGUARDING MANAGEMENT</b>	Consider how the new ecumenical safeguarding structures (see 2.2 and 2.3) can promote a greater awareness, and acceptance, of the need for safeguarding and its purpose.	Include awareness promotion as a core part of the ESAC person spec and Job description.	Diocesan Secretary <b>AS</b> HR Officer <b>CMcD</b>	Prior to advert - March 2018 At interview May 2018	In application pack. See ESAC job description re responsibility for promotion In interview questions
		Incorporate into functions of the CAiM Ecumenical Safeguarding Initiative Implementation Group (CESIIG)	Chair of CESIIG <b>AS</b> & CAiM Chair <b>JD</b> & CaiM Secretary <b>BJ</b>	May 2018	Will ensure on agenda of CESIIG meeting
		Ensure focus of attention of the Bishop's Leadership Team (BLT), CMD sessions, Synod etc	Sector Minister – Edu, Families, Children & Young People (SM-EFC&YP) <b>CB</b>	Each BLT Each Synod In CMD programme	
		Ensure support, authority and access given to ESAC to undertake promotional work.	CAIM & CESIIG as 2 above + <b>BLT</b> and equivalents in other denominations	Upon appointment of ESAC	ESAC to design a programme of awareness promotional events and activities within and across denominations
<b>2.2 DIOCESAN SAFEGUARDING ADVISER/S</b>	Consider what suitable working arrangements (location, supervision, etc.) the ESAC will require.	Provide a "neutral" office venue i.e. not in a particular denomination, comfortable for those affected by safeguarding issues to visit, with safe data storage . Explore options e.g. St Johns Mill	HR officer <b>CMcD</b>  Chair of CESIIG <b>AS</b> & CAiM Chair <b>JD</b> & CaiM Secretary <b>BJ</b>	At meetings for shortlisting (April) and interview (May)	<b>CMcD</b> Will ensure on agenda of these meetings  <b>AS</b> Will ensure on agenda of CESIIG meeting
		Confirm arrangements for provision of regular professional supervision by a senior social worker in IoM Govt. Children's Services	Dio Sec/Chair of CESIIG <b>AS</b> Head of Children's Services <b>DB</b>	June 2018	Provisional offer made – need to confirm details upon DB's return

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		Appoint an individual experienced in managing complex multi agency partnerships to provide work management support to ESAC	Member of CESIGG <b>CS</b> & Chair of CESIIG <b>AS</b>	Prior to ESAC start July 2018	<b>CS writing role description and seeking candidates</b>
<b>2.3 DIOCESAN SAFEGUARDING PANEL</b>	Consider how best to move towards meeting the requirements of Key Roles and Responsibilities of Church Office Holders and Bodies Practice Guidance, 2017 (PAGE 35-40) in relation to a diocesan safeguarding panel.	Scrutinise the guidelines in relation to the Diocese's existing governance arrangements i.e Safeguarding Development Planning Group reporting to BLT and identify gaps.	SDPG Chair <b>AS</b> and members <b>LM CB</b>	April 2018	<b>Identified gaps in independent chair and members Ask Peter Shimmin or Derek Flint JC/AS</b>
		Address the issue of need for independent chair and members sound out recently retired police, education , social professionals	Communications Officer <b>JC</b>	May- June 2018	
		Consider option of a combined panel with other denominations.	Dio Sec / Chair of CESIIG <b>AS</b>	May 2018	<b>AS Will ensure on agenda of CESIIG meeting</b>
<b>2.4 GUIDANCE, POLICIES AND PROCEDURES</b>	Consider how to make the links on the diocesan website to national policy and practice guidance as simple to use as possible.	Steps to be streamlined for swifter access	Communications Officer <b>JC</b>	March 2018	<b>JC has done this</b>
		Ensure kept up to date with new guidance added and obsolete deleted	Interim DSA <b>BM</b> Deputy DSA <b>LM &amp; CB</b> to provide to <b>JC</b> to update	On-going	
	Consider whether a statement by the Bishop and adoption by Diocesan Synod would give weight to the policy and practice guidance in use.	Verbal and written statements by +Peter to go on website	Deputy DSA <b>LM &amp; CB</b> to provide draft and script <b>JC</b> to film	May 2018	<b>LM/CB chasing/script</b>
		When Synod adopts new guidance ensure statement on website	Synod Secretary <b>MB</b> to send Synod Minute to Communications Officer <b>JC</b>	After Each Synod	
<b>2.5 CASEWORK</b>	Consider how to maintain effective recording of casework to ensure confidentiality and provide secure storage of records.	Work out a system for the ownership of data between Diocese and Ecumenical partners and its active management secure storage and compliance with GDPR	Communications Officer <b>JC</b> & with Registrar <b>LC</b> and HR officer <b>CMcD</b>	June 2018	

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		Build into the supervision of the ESAC experienced professional guidance on high quality case recording and on going monitoring	Head of Children's Services <b>DB</b>	By start date of ESAC	
	Consider how to enable the ESAC to undertake risk assessments and lead safeguarding agreements, consistent with Church of England guidance.	Ensure ESAC attends C4 training Standardise the Risk Assessment system and integration of HR & safeguarding processes.	Deputy DSA <b>LM &amp; CB &amp;</b> HR Officer <b>CMcD &amp;</b> Bishop's Chaplain <b>BB</b>	August 2018	
		Grant authority to ESAC to ensure compliance at all levels	Bishop <b>+P</b>	Upon appointment of ESAC	
	Consider what arrangements and supports needs to be in place to enable the ESAC to initiate a core group, should one be needed, including protocols about who should be involved and how to work round conflicts of interest in a small diocese.	Review existing arrangements to consider where conflicts may obstruct core group initiation and establish clear conditions where ESAC has authority to activate one with statutory authorities, sometimes alongside other HR or complaints processes.	<b>LM</b> to devise with <b>CB</b> and liaise with HR Officer <b>CMcD</b> <b>CB</b> will make clear to <b>BLT</b>		
	Consider, in consultation with the National Safeguarding Team (NST), how to enable diocesan learning from the case the auditors were critical about and consider if there remains a need to respond further to the family's concerns.	Consider the best way to review the learning points from the case and ensure the integration of this learning into future practice, guidance to clergy and officers, liaison within Dioceses and other agencies etc. Determine how to	<b>CB &amp; AS</b> to consult with <b>+ Peter</b> re including independent input to the review process.		
<b>2.6 TRAINING</b>	Consider whether CAIM could lead on the provision of ecumenical safeguarding training in the future.	Review the state of play in quantity and quality, breadth and depth of training across the four partner denominations and identify gaps and duplications.	ESAC supported by <b>LM &amp; CB</b> Chair <b>AS &amp;</b> Members of CESIIG	3 months after ESAC start date	See ESAC job description re responsibility to review existing training. All partners open to their training being audited .

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		Determine which elements of safeguarding training can be delivered ecumenically whilst maintaining compliance with each denominations requirements	ESAC supported by <b>LM &amp; CB</b> and the equivalent training leads in the other denominations	6 months after ESAC start date	See ESAC job description re responsibility to design and co-ordinate a matrix of ecumenical and denominational training
<b>2.7 SAFE RECRUITMENT OF CLERGY, LAY OFFICERS AND VOLUNTEERS</b>	Consider how to implement the Safer Recruitment of volunteers across all posts, existing and future.	Continue to emphasise the necessity of safer recruitment in all voluntary roles Via Parish Safeguarding Officers Via simple message and flowchart on website Given cultural/attitudinal change is slow prioritise new roles and volunteers with direct access to those in most vulnerable situations	<b>LM &amp; CB</b> Communications Officer <b>JC</b>	July 2018  On going 2018/19	All application forms sent to JC for safer recruiting  Meeting on 16 <sup>th</sup> May with PSO to discuss further implementation CB/LM
<b>2.9 COMPLAINTS AND WHISTLEBLOWING</b>	Agree policies for complaints (generally as well as complaints about the conduct of safeguarding officers or the processes) and whistleblowing, and make sure they are easily accessible via the website.	Make existing policies easily accessible via the website	Communications Officer <b>JC</b>	March 2018	Sent to JC. Done
		Review Policies to ensure still appropriate and clear for all HR, safeguarding, and public interface situations	Communications Officer <b>JC</b> and HR Officer <b>CMcD</b>		
	Consider how the learning from complaints can lead to changes and how such changes can be checked and monitored.	Devise a standard process by which the Diocese monitors complaints of all kinds ,records and reports outcomes, identifies and communicates lessons learnt and implements practice improvements.	Communications Officer <b>JC</b> and HR Officer <b>CMcD</b>		
<b>2.10 QUALITY ASSURANCE PROCESSES</b>	Consider how to quality assure safeguarding processes and casework, including how the new ecumenical arrangements will support this.	Build into the supervision of the ESAC experienced professional guidance on high quality casework, and cascade so ESAC can support and monitor others			
		Continue bi- annual self audits and ensure compliance with expected improvements	Archdeacon <b>AB</b>	2019	

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		Implement a rolling monthly programme of visits to parishes and newly appointed clergy	SM-EFC&YP <b>CB</b> & Deputy DSA <b>LM</b>	On going	
		Make systematic and regular the occasional review of safeguarding by the Head of Children's Services		End 2018	
		Explore commissioning an independent quality assurance joint review of the participating denominations.		2019	<i>See ESAC job description for responsibilities in developing QA kite marking</i>
<b>2.12 RESOURCES FOR CHILDREN AND VULNERABLE ADULTS</b> <i>* Church Growth</i>	Consider how best to further create a safe culture so that all ages feel safe and welcome in churches across the Diocese.	Consolidate the advances in the understanding of good safeguarding being critical in developing the church's welcome and relevance to and support for young people.	GF4G pioneer youth ministers <b>AB &amp; SK</b>  And all youth work eg Cathedral Youth Worker		
		Develop recognition in pastoral care to older people and mission and inclusion of vulnerable adults. All new initiatives to connect with safeguarding team at early stage.	Deputy DSA <b>LM</b>  and <b>BLT</b>		