

## The Diocese of Peterborough Safeguarding Action Plan (May 2017 Ongoing)

Recommendation	Action	Responsible Person or Body	Delivery Timescale	Resource Costs	Monitoring Progress – Person or Body	Evidence	Current Update
1. To provide professional supervision for DSA	Professional supervision sourced	DSA	Ongoing	Within existing budget	Diocesan Secretary	Supervisor appointed, budget agreed	Discharged
2. To recruit a social work qualified assistant DSA and additional administrative support for 2 DSAs	Suitably qualified assistant DSA appointed. Admin support identified	Diocesan Secretary	Assistant DSA in post from July 2016. Admin support in place from March 2016	Within existing budget	DSA DSMG	Assistant DSA appointed, budget agreed. Admin support in place	Discharged
3. To consider the use of a strategic plan, with defined objectives and success measuring criteria, to assist in the identification of obstacles	Draft strategic plan before DSMG July 2016	DSMG Chair	Ongoing	No additional cost	DSMG	Strategic plan agreed, delivery monitored by DSMG	Discharged

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4. Consider using parish survey and Articles of Enquiry to collate basic safeguarding information at parish level and identify priority areas	<p>Continue to analyse data from parish survey</p> <p>Cross reference with training records</p> <p>With the Archdeacons, consider use of Articles of Enquiry to update the survey annually</p>	DSMG	2017	Within existing budget	DSMG	<p>Data analysis</p> <p>All who require training in the diocese identified and offered appropriate training</p> <p>Effective and appropriate level of safeguarding expertise and support available throughout the diocese</p>	<p>Data analysis ongoing</p> <p>Draft training strategy in line with national policy approved by October 2016 DSMG</p> <p>Training targeted based on results of parish survey and analysis of clergy records</p>

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<p>5. Plan to recruit current or recently retired professional local authority safeguarding personnel to the DSMG</p> <p>Agree information sharing protocols</p>	<p>Meet chairs/senior officials from all Child and Adult Safeguarding Boards in the diocese to discuss engagement. Continue close contact with Northants police and establish similar links with other forces</p>	<p>DSMG Chair DSA</p>	<p>2017</p>	<p>Within existing budget</p>	<p>DSMG</p>	<p>Appropriate recruitment, contact, input and channels of communication / information sharing protocols established with all Child and Adult Safeguarding Boards and all police forces in the diocese</p>	<p>New member with relevant skills and experience appointed to DSMG</p> <p>Links and information-sharing protocols with Pboro &amp; Northants police, Northants Safeguarding Adults Board and other agencies developing</p>

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6. Consider whether Diocesan Synod should approve national policies, procedures and guidance annually	Establish whether this should be achieved more explicitly than through approval of DSA's report which references national guidance	DSMG DSA	From 2017, resolution approving policies, procedures & guidance to be put before Diocesan Synod annually	No additional cost	DSMG	Clarity over the current position obtained  Decision made over what/any further action required. Decision acted upon	Discharged
7. Draw up a training strategy and assess how it will be met	Draw up strategy aligned with national guidance  Assess resource requirement	DSA DSMG	Training strategy approved October 2016. Delivery commenced early 2017	Within existing but additional resources may be necessary	DSA DSMG	Training strategy rolled out	Discharged

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8. Devise and implement a consistent format for risk assessment. Engage with relevant partners to ensure that the DSA is part of the risk assessment process	Continue to follow national guidance on risk assessment	DSA DSMG	2016/ ongoing	Within existing budget	DSMG/ DSMG risk assessment subgroup	Risk assessment follows national guidance	Discharged
	Sustain and further develop close engagement with relevant agencies					DSA engaged in multi-agency risk assessment process for relevant individuals	Multi-agency working ongoing and links being strengthened
	Risk assessment to be quality assured by DSMG subgroup					DSMG risk assessment subgroup monitoring risk assessments	Discharged

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9. Commission e-learning to complement delivery of face to face training	Await delivery of national e-learning package	National team	2017	Within existing resources	National team	e-learning package rolled out	Discharged
10. Ensure that the reasons for waiver of any essential requirement for a post are recorded in the HR file together with a plan to address gaps	Record reasons for waiver of essential requirement and plan to address gap on HR file	Employing body	2016	No additional cost	Employing body	Reasons for any waivers and plans to address gaps recorded on HR files	Discharged
11. Blue files to be updated immediately that a Red File is opened	Liaison between DSA and Bishops' office	Bishops' office	2016	No additional cost	DSA	Blue files updated	Discharged

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12. Compile and publish a procedure for safeguarding complaints	Prepare a procedure and publish on the diocesan website	Diocesan Secretary	2017	Within existing budget	DSMG	Procedure published	Draft policy discussed at February 2017 DSMG. Appeals stage under discussion with national team
13. When a complaint about safeguarding is upheld ensure that the learning is shared with the DSMG and any action taken minuted	Procedure to be adopted	Diocesan Secretary DSMG	2016	No additional cost	DSMG	Procedure adopted	To be actioned once rec. 12 discharged

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14. Complete and publish the whistleblowing policy differentiating between a complaint, grievance and whistleblowing	Complete and publish policy	Diocesan Secretary	2017	No additional cost	DSMG	Policy published	Discharged
15. Evaluate the current need for and provision of the Authorised Listener role and explore alternatives	Discuss provision of training for Authorised Listeners with national team. Evaluate risk	DSA DSMG	2017	Within existing budget	DSMG	Appropriate training available for Authorised Listeners or alternative provision in place	Issue taken up at national level



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16. Develop DSMG role in quality assurance of safeguarding work	Establish a Quality Assurance subgroup and programme reporting to DSMG	DSA DSMG Chair	2016	Within existing budget	DSMG	Subgroup monitors progress and reports on specific matters. Reports received by DSMG. Appropriate action taken	Discharged