



## Safeguarding Audit Tracker

**Acronyms** - DST (Diocesan Safeguarding Team) CoFE (Church Of England) DSAP (Diocesan Safeguarding Advisory Panel) Wiltshire VPP (Wiltshire Vulnerable People's Partnership) DSA (Diocesan Safeguarding Advisor) DSO (Diocesan Safeguarding Officer) SLA (Service Level Agreement) DBS (Disclosure and Barring Service) CSA (Cathedral Safeguarding Advisor) ISAG (Independent Safeguarding Advisory Panel) PSO (Parish Safeguarding Officer) NST (National Safeguarding Team)

Source	Recommendation	Safeguarding Standards	Actions	Impact/What Good Looks Like	Status	Owner	Assigned to	Start Date	Completion Date	Updates
INEQE 2024	D1 - The Diocese should promote the need for mutual respect and demonstrate its commitment to this by actively listening to their communities. A coordinated approach across the Diocese (to include all parishes) should deliver a survey that is specifically targeted at identifying perceptions of negative culture. The questions set out in the CoFE's 'Healthy Culture Survey' should be used for this purpose, although this should be further adapted. The survey should also seek evidence and examples of where and how negative cultures manifests and ask for suggestions as to how these could most effectively be addressed. This initiative should be supported by an awareness raising strategy that engages all church groups via communications and sermons. The outcome of the survey should be used to inform the Diocese's approach to eradicating the remnants of a negative culture. The findings should inform a plan of action to reinforce and spread the positive culture felt by the majority. This should be driven by church leaders at all levels and monitored by the DSAP.	Culture, Leadership and Capacity	Run a pilot 'Healthy Culture Survey' in 2024 as an initial baseline measurement and to gain feedback about the process to improve it for fuller launch in Autumn 2025 to tie in with Safeguarding Sunday.  Outcomes of the survey used to inform future actions re eradicating negative culture and promoting positive culture.	Positive safeguarding culture continues to be embedded and negative remnants eradicated.  Evidence of Healthy Culture Survey insights informing operational and strategic decisions for 2025.  Leaders more informed in promoting positive culture.	In progress	DSAP	DSA	Mar-24	Dec-25	07/24 - SF met with NST re Healthy Cultures Survey. Plans underway. 10/24 - Healthy Cultures Survey to be undertaken across the Diocese during November supported by the NST. 1/25 - Healthy Cultures Survey taken place with 596 responses. Results being analysed.
INEQE 2024	D2 - To broaden its opportunities for support, learning and challenge, the DSAP and the DST should: 1) Engage the Wiltshire VPP and other Local Authority Partnerships to determine the key multi-agency forums within which it could be involved. 2) Seek to establish the relevance of other information sharing agreements with which it could be formally involved. 3) Engage in discussions with Local Authority Partnerships about the potential to access multi-agency safeguarding training.	Culture, Leadership and Capacity	DST and DSAP to engage with Wiltshire VPP and other Local Authority forums.  DST to undertake training provided by different local authorities.	Evidence of DST/DSAP attending multi-agency meetings and training.	Complete and continuing	DST	DSA	Feb-24	Dec-24	7/24 Update - DST attended: DASH Training Hampshire (2/24), 0-25 VCS Dorset AGM (4/24) Wiltshire SVPP Stakeholder Networking meeting (6/24), Wiltshire SVPP Adult Safeguarding Partners Workshop (6/24) 10/24 - Head of Safeguarding applied to take part in Hampshire Domestic Abuse panel. Attended: Wiltshire SVPP Senior partners meeting (7/24)
INEQE 2024	D3 - Administration support in the DST should be strengthened to enable the DSA's to better focus on their primary responsibilities and the enhanced support needed at parish level.	Culture, Leadership and Capacity	Full time safeguarding administrator to be recruited.	Parish officers feeling supported by the central team (evidenced through survey responses). Increased response time when responding to parish queries. DSA/Caseworkers able to complete work within contracted hours.	Complete	Diocesan Secretary	DSA	Jan-24	Jul-24	7/24 Update - Safeguarding Administrator started in role.
INEQE 2024	D4 - The Diocese should amend the SLA with the Cathedral and concentrate the additional capacity on its own priorities. The Cathedral should invest in a dedicated CSA.	Culture, Leadership and Capacity	To discuss with the Cathedral.	For the Cathedral to have dedicated safeguarding support to the NST level suggested by the Resource Model ( <a href="https://www.churchofengland.org/sites/default/files/2024-09/diocesan-and-cathedral-safeguarding-resourcing-models.pdf">https://www.churchofengland.org/sites/default/files/2024-09/diocesan-and-cathedral-safeguarding-resourcing-models.pdf</a> ).	In progress	Cathedral/DBF	DSA	Jul-24		10/24 Update - Discussions underway with the Cathedral.
INEQE 2024	D5 - The Diocese should create a Director of Safeguarding Role. The DST and the proposed CSA should both directly report to this role, with arrangements being secured through a revised SLA.	Culture, Leadership and Capacity	DBF to review the resource and seniority level of safeguarding lead. Current 'Safeguarding Team Leader' to be promoted to 'Head of Safeguarding' DBF to consider the relevance of a 'Director of Safeguarding' role depending on the direction of travel of the Alexis Jay Report response.	Evidence of safeguarding lead's involvement in shaping diocesan strategic decisions.	In progress	DBF	Diocesan	Jan-24	Dec-26	10/24 - SF has been Head of Safeguarding incorporating DSO responsibilities. 1/25 - SF has become part of the senior leadership team of the DBF and Salisbury has been signed off to change from DSA to DSO.
INEQE 2024	D6 - The Diocese should: a) Implement a consistent process that ensures its commitment to safeguarding and key requirements (such as the need for self-disclosure) are embedded in all job adverts. b) Job descriptions at all levels in the Diocese should include a defined statement that defines their responsibility for safeguarding.	Prevention	Consistent and prominent safeguarding messages to be evident throughout the recruitment process (including job adverts, application pack, and Job Descriptions).	Consistent and prominent safeguarding messages evident throughout recruitment process.	In progress	Diocesan Secretary	HR	Jul-24	Oct-24	10/24 - Safeguarding team working with HR department.

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INEQE 2024	D7 - The Diocese should clarify with its workforce and parishes about the codes of conduct which apply to them in each of their specific roles.	Prevention	The DBF can make available example Code Of Conduct documents for Parishes to consider. This is with the understanding that the DBF/Bishop cannot mandate parishes to use these Codes of Conduct.	Code of Conduct template available for parishes to adopt. Evidence of positive comms messages re Code of Conduct adoption	Not Started	DST	DSA	Jan-25	Dec-25	
INEQE 2024	D8 - The DST should include Alderney and Sark in visits to ensure insight and oversight of relevant safeguarding matters.	Prevention	At least one member of the safeguarding team will visit Alderney and will visit Sark every 5 years.	Evidence of safeguarding visit to Alderney and to Sark.	In progress	DST	DSA	TBC	Dec-29	10/24 - Safeguarding Team visit to Guernsey including trip to Sark Oct 24.
INEQE 2024	D9 - The Diocese should review any analytics associated to the safeguarding webpage to ensure that the use of the sub-menu is optimised to user needs. For example, if analytics evidence that Safer Recruitment and DBS tools are one of the most frequently accessed resources on the page, then this could be made more easily accessible and prominent via an additional button in the sub-menu below 'Safeguarding Training'. The Diocese should provide a more prominent option for a website visitor to stay up to date by subscribing to the Safeguarding Newsletter.	Prevention	Head of safeguarding to attend quarterly Web Development meeting with Communications Team (commencing 2024). Website development to take place to enable effective analytics of sub-menu (during 2025). Subscription button for Safeguarding Newsletter to be added and back issues of Newsletter available online (end of 2024).	Website analytics used to inform training, PSO/Parish updates and safeguarding practice. Safeguarding Newsletter readily available.	In progress	Comms	Comms/DST	Mar-24	Dec-25	07/24 Update - SF attends quarterly Web Development meetings
INEQE 2024	D10 - An intelligence-led approach should be adopted to inform awareness raising activities and should be subject to dynamic review throughout the year. This should be informed by: • Regional intelligence on key themes, patterns and trends. • An analysis of key trends, themes and patterns extracted from the Diocese's case management system. • Workforce and community surveys. • Workshops and other forums. • Internal and external reviews. • Advice from DSAP and ISAG.	Prevention	2024 - to adopt a consistent approach to recording on the Casework Management System to enable more effective analysis of patterns and training needs. 2025 - results from Healthy Cultures survey and other sources to feed into awareness raising events and activities.	Evidence of a consistent approach to recording on Casework Management System (monitored by supervisor). Evidence of awareness raising activities being based on an intelligence led-approach.	Not Started	DST	DSA	Jan-25	Review Dec-25	
INEQE 2024	D11 - Safety plans should always include requirements to report when a respondent meets with someone they know through the church	Recognising, Assessing and Managing Risk	When new safety plans are drawn up this is stipulated as a requirement.	If a respondent meets with someone they know through church this is reported by the person on the plan.	Complete	DST	DSA	Sep-24	Dec-24	10/24 - all new plan contain the requirement to report when a respondent meets with someone they know through the church.
INEQE 2024	D12 - Those directly engaged on behalf of the church to support individuals on a safety plan should be provided with specific offender behaviour based training. This should include insights via case studies and an overview of minimising, self-justifying and victim blaming behaviours. The Audit recognises that overarching responsibility for the training curriculum in this area will lie with the NST. However, it would be remiss not to identify the inherent contemporary safeguarding risk and provide the Diocese with the opportunity to apply interim mitigation measures.	Recognising, Assessing and Managing Risk	To commission training for people who manage people on safety plans and to request the NST create a training course which is available nationally (training available within Salisbury Diocese by end of 2025).	Feedback from people who manage those on safety plans with evidence of them dealing affectively with any disclosures or difficulties. Feedback from former offenders that the plan is well managed.	In progress	DST	DSA	Apr-24	Aug-25	7/24 - started scoping out possible providers to run bespoke training. Regional discussions about possibly joining resources and running regional training.
INEQE 2024	D13 - The Diocese should implement a defined escalation process that provides a formal structure to managing differences of opinion as they relate to the decisions and actions on safeguarding cases. This process should be applicable to all staff within all jurisdictions covered by Salisbury Diocese and Cathedral.	Recognising, Assessing and Managing Risk	For DSAP to recommend and Bishop's Council to adopt the new national Managing Allegations Policy due to be taken to February 2025 synod will cover this recommendation.	To have a defined escalation process as described in the recommendation.	Not Started	DBF/DST	HR/DSA	Feb-25		
INEQE 2024	D14 - Further to the DST proposing the resources required, short-term appropriately qualified external support could be sought to rapidly update any inaccurate records.	Recognising, Assessing and Managing Risk	Once the new safeguarding caseworker has received their induction it will be a key priority for the team to update any inaccurate records.	Inaccurate records are updated and are accurate.	In progress	DST	DST	Oct-24		10/24 - Casework management system discussions part of monthly supervision for case holders. Caseworker updating inaccurate records.
INEQE 2024	D15 - The DST should prioritise the closing of outstanding concerns. Where additional capacity is required to help achieve this, this should be provided to help resolve this issue at pace.	Recognising, Assessing and Managing Risk	Once the new safeguarding caseworker has received their induction it will be a key priority for the team to close cases which are resolved but remain open on the casework management system.	Numbers of 'open' cases reflects the current workload of the casework team	In progress	DST	DST	Apr-24		7/24 - the team leader is meeting individually with members of the casework team to review and close finished cases.
INEQE 2024	D16 - The monitoring of patterns and trends of safeguarding concerns should be an adopted practice in the DST to identify emerging risk or training needs. This should be undertaken quarterly, with data shared with the DSAP and ISAG.	Recognising, Assessing and Managing Risk	Consistent reporting used on the casework management system to enable effective trend analysis. From 2025 trend figures to be included within DSAP updates.	Monitoring figures included in DSAP updates and evidence of trends feeding into training needs.	In progress	DSAP/DST	DSA	Jan-25		10/24 - Casework management system discussions part of monthly supervision for case holders to ensure consistency.
INEQE 2024	D17 - All open concerns should have an individual case owner allocated them.	Recognising, Assessing and Managing Risk	Casework team focus on ensuring that all new cases have an individual case owner allocated to them. All non-recent cases which have no further action to be closed.	Less than 5 open cases which do not have a case owner assigned to them, and for all open cases to have a case owner within 2 weeks of them opening.	Complete	DST	DST	Mar-24	Oct-24	7/24 -73 open cases do not have a case owner, 56 of these are from when data was transferred from the old system to the new casework management system. 10/24 - all open cases have a case worker assigned.
INEQE 2024	D18 - For all concerns where advice has been sought from the DST, case records should include a clear record of any action suggested by the relevant DSA or Caseworker.	Recognising, Assessing and Managing Risk	For all concerns where advice has been sought from the DST case records include a clear record of any action suggested by the relevant Caseworker.	Evidence within the casework management system of clear records of actions suggested when advice was sought. To be monitored by safeguarding regional lead in dip sample of cases annually.	Complete	DST	DST	Mar-24	Mar-24	7/24 - Going forward for all concerns where advice has been sought from the DST case records includes a clear record of any action suggested by the relevant Caseworker.

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INEQE 2024	D19 - On behalf of the Diocese and Cathedral, the DST should engage the Wiltshire VPP and any other relevant safeguarding partnership. They should seek to establish the relevance of other information sharing agreements with which it should be formally involved.	Recognising, Assessing and Managing Risk	ST to engage with Wiltshire SVPP and other local authority partnerships through attendance at multiagency meetings and training.	Evidence of ST attending multiagency events. Evidence of closer working relationships.	In progress	DST	DSA	Feb-24	Jan-25	7/24 - Members of DST attended Hampshire training (28/02/24), Dorset 0-25 VSC meeting (30/4/24), Wilts SVPP meeting (17/06/24), Wilts SVPP Senior Partners meeting (19/7/24) During 2024 we have engaged with Wiltshire SVPP and other local authority bodies and will continue to do so going forward
INEQE 2024	D20 - The Diocese and Cathedral should mandate the use of encrypted email software for external communication with third parties involving any safeguarding case.	Recognising, Assessing and Managing Risk	Scope out and implement using encrypted email software for external communications.	Use of encrypted email software for sensitive data.	In progress	DST	DSA	Feb-25		7/24 - ST have had dialogue with IT regarding encrypted software
INEQE 2024	D21 - When a point of contact for a victim / survivor changes, a transition plan should be agreed and expectations set regarding the level and frequency of support. This plan should be developed and agreed with the victim / survivor.	Victims and Survivors	When a point of contact for a victim / survivor changes, a transition plan will be agreed and expectations set regarding the level and frequency of support.	Evidence of this action within casework management notes.	Complete	DST	DSA	Feb-25	Dec-24	7/24 - When our ISVA was leaving, support and transition was discussed with victims/survivors and noted within the casework management system.
INEQE 2024	D22 - Those engaged with victims and survivors should ensure that advice is captured and that where this is used to inform changes, feedback (with consent) should be provided through a pre-agreed channel.	Victims and Survivors	Those engaged with victims and survivors to ensure that advice is captured and that where this is used to inform changes, feedback (with consent) should be provided through a pre-agreed channel.	Evidence of this action within casework management notes.	Complete	DST	DSA	Feb-25	Dec-24	7/24 - Evidence of this action within casework management system.
INEQE 2024	D23 - Policy should reflect that whenever possible victims and survivors in receipt of support should lead on how, when and where they engage with that provision, including counselling and any engagement with external professionals supporting a victim or survivor should not be made without their knowledge, and whenever possible, their agreement.	Victims and Survivors	To follow national policy (Responding Well to Victims and Survivors of abuse) when working with survivors and victims regarding the report they receive. Where possible victims and survivors should lead on how, when and where they engage with support This should be done in conjunction with due care and diligence checks and measures being carried out to ensure funds are utilised appropriately.	Evidence of this action within casework management notes. Evidence within victims/survivors feedback/evaluations.	Complete	DST	DSA	Feb-25	Dec-24	7/24 - Evidence of this action within casework management system.
INEQE 2024	D24 - When applying for or supporting a victim or survivor to gain access to information about their case, consideration should be given to providing them with recourse to legal funding.	Victims and Survivors	If this situation arises in future consideration will be given to recourse to legal funding. This is with an awareness that this goes above and beyond the practice guidance about Responding Well to Survivors and Victims ( <a href="https://www.churchofengland.org/safeguarding/safeguarding-e-manual/responding-well-victims-and-survivors-abuse">https://www.churchofengland.org/safeguarding/safeguarding-e-manual/responding-well-victims-and-survivors-abuse</a> ). This has been agreed by DSAP and Bishop's Council.	In the event of this situation arising evidence of consideration for legal funding will be evident within the casework management notes.	Complete	DST	DSA	Feb-25	May-24	7/24 - This situation is unlikely to arise, but if it does consideration will be given to legal funding. Approval sought from DSAP (3/24) and Bishop's Council (5/24).
INEQE 2024	D25 - The DST should ensure that the PSO cohort is fully alert to the support available to them to cope with the demands of their role, including the impact of attending training.	Learning, Supervision and Support	DST to offer higher levels of support for PSO's from the Safeguarding Support Officer (regarding Dashboard etc) and from caseworkers (regarding emotional impact of safeguarding disclosures). DST feed back to national team re safeguarding training being triggering for some people.	PSO's giving feedback about feeling supported. Evidence of PSO's being supported within casework management records.	In progress	DST	DSA	Apr-24		1/25 - During 2024 the DST conducted 11 face-to-face PSO Workshops, established monthly online drop in sessions and supported the Bishop hosting a PSO Garden Party.
INEQE 2024	D26 - The Diocese should introduce a training needs analysis process that routinely seeks the views of all relevant stakeholders about their learning requirements at a local level.	Learning, Supervision and Support	Introduce a training needs analysis process that routinely seeks the views of all relevant stakeholders about their learning requirements and is responsive to these requirements.	Evidence of needs analysis and changes made to training materials based on the outcomes of this analysis.	In progress	DST	DSA	Aug-24		10/24 - Seeking feedback from PSO workshops re training topics for monthly PSO drop-in sessions and next year's CPD offer.
INEQE 2024	D27 - The Diocese should develop or commission specific training that is focused on sex offenders and digital safeguarding. The Audit recognises that overarching responsibility for the training curriculum in this area will lie with the NST. However, it would be remiss not to identify the inherent contemporary safeguarding risk and provide the Diocese with the opportunity to apply interim mitigation measures.	Learning, Supervision and Support	To commission training for people who manage people on safety plans and to request the NST create a training course which is available nationally (training available within Salisbury Diocese by end of 2025).	Feedback from people who manage those on safety plans with evidence of them dealing affectively with any disclosures or difficulties. Feedback from former offenders that the plan is well managed.	In progress	DST	DSA	Apr-24		7/24 - started scoping out possible providers to run bespoke training. Regional discussions about possibly joining resources and running regional training.
INEQE 2024	D28 - The Diocese should engage with the National Safeguarding Team to consider how some training could be appropriately adapted at a local level to address role and geographic specific context.	Learning, Supervision and Support	ST to offer feedback to NST regarding adapting mandatory training for a local context.	Positive evaluation from training courses. Examples from casework of training effecting change. Evidence within healthy cultures survey results.	Not Started	DST/DSAP	DSA/DSAP	Nov-24		
INEQE 2024	D29 - The Diocese should implement a specific evaluation process that seeks to capture evidence from staff, volunteers and their managers, about how training has helped their practice.	Learning, Supervision and Support	Implement an evaluation process to capture evidence from various stakeholders about the impact that training has had on their practice.	Positive and useful evidence gathered from evaluation process.	Not Started	DST	DST	TBC		

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INEQE 2024	D30 - The Diocese should engage in discussions with the Wiltshire VPP and other local authorities about the potential to access its multi-agency safeguarding training offer.	Learning, Supervision and Support	ST to engage with Wiltshire SVPP and other local authority partnerships training offers.	Evidence of ST attending multiagency training. Evidence of closer working relationships.	Complete	DST	DSA	Feb-24	Jan-25	7/24 - Members of DST attended Hampshire training (28/02/24). 1/25 - Members of the DST have attended safeguarding training offered by local authorities during 2024 and will continue to do so.
INEQE 2024	D31 - The Diocese should strengthen the focus on safeguarding practice within the MDR process. Revised arrangements should align with the national safeguarding standards and be developed in collaboration with the DST.	Learning, Supervision and Support	ST to be consulted on review of MDR process to strengthen the focus on safeguarding practice.	Evidence of changes made to the MDR process to strengthen the focus on safeguarding practice.	Not Started	Bishops Office/DST	Bishop's Office	Mar-24		7/24 - SF has been invited to be involved with the review of MDR process taking place shortly. 1/25 - Review of the MDR process has been put on hold until a Director of People is appointed.
INEQE 2024	D32 - The Diocese should consider implementing mandatory wellbeing support sessions from a counsellor for members of the DST, to ensure they are sufficiently supported in the challenging role they do.	Learning, Supervision and Support	ST to have mandatory wellbeing support provided by external counsellors or alternative suitable qualified practitioners.	DST members to have wellbeing support in place. DST feedback about feeling supported and valued. Indicator - levels of staff sickness due to work stress related illness.	In progress	DST	DSA	Feb-24		7/24 - Members of the DST are exploring options for wellbeing support to find a 'good fit' for each individual.
INEQE 2024	D33 - Beyond ensuring ongoing access to existing training and support, the Diocese should review what else could be done to help PSOs in the crucial role they occupy.	Learning, Supervision and Support	To employ a Safeguarding Administrator to add additional capacity to enable the Safeguarding Support Officer to increase levels of support to PSO's.	PSO's report feeling well supported. Decrease in time taken to reply to queries.	Complete	DST	DST	Jul-24	Jan-25	7/24 - In July a new full time Safeguarding administrator started. 10/24 - Response time to administration enquires reduced from 3 months to 3 days. Monthly PSO online drop in sessions have been started. 1/25 - PSO's have access to a range of support via PSO Workshops, online drop in sessions, and support from the Safeguarding Support Officer and Safeguarding Administrator.
JB 2022	Not having an oversight of the records for numbers of volunteers within the Diocese, or the training they have completed is a risk.		To make available the Safeguarding Dashboard and Safeguarding Hubs to all parishes.	Diocese having access to accurate Dashboard and Hub data about safeguarding activities taking place in parishes.	In progress	DST	DST	Jul-23		7/24 - raising awareness of Dashboards is ongoing, and numbers of parishes using the system and progressing up the levels is increasing. Plans are in place to begin to introduce Safeguarding Hubs from Autumn 2024.
JB 2022	A broader understanding across the team regarding how the additional recording systems work would be an advantage. At present, only one DSA and the Safeguarding Support Officer have in-depth knowledge of how the central SALDIMS and Microsite system works.		To replace SALDIMS and the DBS Microsite with a more intuitive system which comes with user guides so it is possible for more staff members to have a working knowledge of how the system works. To employ a safeguarding administrator to increase resilience within this area of the team.	More team members having a working knowledge of DBS systems.	Complete	DST/DBF	DST/Parish	Jan-24	Dec-24	7/24 - Scoping of the project to decommission SALDIMS/Microsite is underway. 10/24 - 3 team members have working knowledge of SALDIMS/Microsite. Diocesan wide SALDIMS decommissioning project still underway.
JB 2022	The Diocese should ensure that there is sufficient support for the DSAs to both embed and challenge the roll out of the NSCMS database, especially if it might add to the current disparity of records.		Recruit an additional full time caseworker.	Members of DST able to complete their role within contracted work hours aside from in exceptional circumstances. DST being able to dedicate time to ensuring case records are detailed and up to date. People being able to hear back from the safeguarding team in a timely manner except in exceptional circumstances.	Complete	DBF/DST	DST	Jan-24	Dec-24	7/24 - A new full time caseworker has been recruited to start in September. 10/24 - Full time caseworker has started.
JB 2022	The Diocese will require a suite of policies related to safeguarding which are up to date and published on the Diocesan website. The Diocese should ensure that these policies are in place and that there is a formal cycle of review to ensure that they remain up to date. Dissemination of such policies to those who need them will include the earlier recommendation of knowing who safeguarding leads are at Parish level.		All new and updated policies to be overseen by DSAP and adopted by Bishop's Council. Place policies on website with clear information about how national policies relate to local settings. For DSAP to have a formal review cycle of existing policies.	People being able to readily access safeguarding policies and be aware how these relate to their setting.	In progress	Comms/DSA P/DST	DST	Sep-23		7/24 - All national policies have been overseen by DSAP and approved by Bishop's Council.

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JB 2022	Some consideration to a review of the roles and hours could be made for the DSAs, particularly when any additional demands of the Pathfinder project are as yet unknown. Perhaps a review of the whole team to ensure a parity of development time for each role would be useful.		Recruit a new Safeguarding Administrator and a Caseworker.	Members of DST able to complete their role within contracted work hours aside from in exceptional circumstances. People being able to hear back from the safeguarding team in a timely manner except in exceptional circumstances.	Complete	DBF	DST	Jan-24	Jan-25	7/24 - A new Safeguarding Administrator started in July and a new Caseworker has been recruited to start in September. 1/25 - the Safeguarding Team have the FTE of 5.2 staff members which is in line with other diocese.
JB 2022	A strategic look at training records available to the Diocese is required. As part of culture change, the Diocese needs to work with PSO's to highlight the importance of training records and hold them to account for their own safeguarding.		The resource of the Safeguarding Hubs made available to parishes so they can store training data. The diocese to be able to oversee training compliance levels across the diocese.	PSO's using a suitable platform to record training data (via Hubs). The Diocese having access to performance data to measure levels of compliance.	In progress	DST	DST	Sep-24		7/24 - Plans are in place to begin to introduce Safeguarding Hubs from Autumn 2024.
JB 2022	While support for survivors should always be considered on a case by case basis, the system under which support is offered should be fair to all and having a dual system based on when a survivor came forward needs amending.		A policy or guidance should be created and followed regarding financing of survivor support.	Survivors having access to support using a fair and consistent process.	Complete	DST	DST	Jan-24	Jan-25	1/25 - all victims and survivors are being offered the same level of financial support from the diocese.
PCR2 2019	The Diocese to adopt a process to have a section within each file to denote areas of concern – i.e. Complaints, CDM process or safeguarding concerns. (PCR 2 - Sal Dio recommendation 1; CI recommendation 1)		Give feedback to national review of Clergy Blue Files. Create and adopt a local system whilst waiting for suitable guidance from national changes.	Different sections within files to ensure safeguarding related matters are easily identifiable. Consistency across files to ensure parity and highlighting of any known risks.	In progress	National Team / DST	DST	Jan-24		
PCR2 2019	There should be a template form placed at the front of each blue file to highlight the fact that information is held by the Diocesan Safeguarding Advisor. (PCR 2 - Sal Dio recommendation 2; CI recommendation 2.)		Give feedback to national review of Clergy Blue Files. Create and adopt a local system whilst waiting for suitable guidance from national changes.	Consistency across files to ensure parity and highlighting of any known risks.	In progress	National Team / DST	DST	Jan-24		7/24 - Work is underway with the vocations team to ensure safeguarding issues are adequately reflected within vocations files.
PCR2 2019	There should be a complete review of files held at Church House and papers to be reconciled with those held at South Canony. Any duplicated material should be weeded.		Review files held in different locations and duplicated materials weeded.	GDPR compliant records.	In progress	DST / Vocations / South Canony	DST	Jan-24		7/24 - Work is underway with the vocations team to ensure safeguarding issues are adequately reflected within vocations files.