



Diocese of Bristol

## 12. Safeguarding Annual Report 2022

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## Diocesan Safeguarding Steering Group (DSSG)

The DSSG was established in April 2014 following a review of safeguarding arrangements within the Diocese undertaken by Barnardo's in 2013. Meetings have occurred quarterly throughout 2022.

The DSSG meetings oversee safeguarding activity within the Diocese. There are standing agenda items which include national updates, performance metrics and the Safeguarding Improvement Plan (which outlines the development work of the Diocesan Safeguarding Team (DST) and the DSSG).

'Quarterly Metrics' are provided each meeting as well as updates regarding use of the Parish Safeguarding Dashboard by parishes. This has been particularly effective. These figures report on training, casework and DBS compliance levels.

### Membership

Dr Andrew Wills, continued as the independent Chair through 2022.

As at December 2022 the membership of the DSSG was as follows:

<b>Name</b>	<b>Role</b>
Dr Andrew Wills	Independent Chair
Caroline Jowett-Ive	Director of People & Safeguarding (Bishop's Lead for Safeguarding)
Revd Canon Prof. Martin Gainsborough	Bishop's Chaplain
Ven. Neil Warwick	Archdeacon of Bristol
Claire Pengelley- Scott (from Oct 2022)	Parish Safeguarding Officer
Jan Coombes	Parish Safeguarding Officer
David Cain (resigned July 2022)	Parish Officer
Christopher Whitehead (from Oct 2022)	Parish Officer
Ben Silvey	Cathedral Chapter Clerk
Vacant	Avon and Somerset Constabulary
Nicola Laird (resigned Oct 2022)	LADO, Bristol City Council
*Katheryn Caithness	Safeguarding Co-ordinator (Notetaker)
*Adam Bond	Diocesan Safeguarding Adviser
*Helen Styles	Safeguarding Training and Development Officer

## Diocesan Safeguarding Steering Group Attendance 2022

Name	19/1/22	3/5/22	20/7/22	18/10/22
Dr Andrew Wills	✓	✓	✓	✓
Right Revd Vivienne Faull	-	✓	-	-
Caroline Jowett-Ive	✓	✓	✓	✓
Revd Canon Prof. Martin Gainsborough	✓	✓	✓	✓
Ven. Neil Warwick	✓	A	A	A
Revd Michael Johnson	✓	✓	-	-
Claire Pengelley- Scott (from Oct. 2022)	-	-	-	✓
Jan Coombes	✓	✓	✓	✓
David Cain Resigned July 2022	A	✓	-	-
Christopher Whitehead (from Oct 2022)	-	-	-	✓
Ben Silvey	✓	A	✓	A
Chrissie Graham (Cathedral)	-	-	-	✓
Nicola Laird (resigned Oct 2022)	A	A	A	A
Lee Coley (Registrar)	-	-	✓	A
*Katheryn Caithness	✓	✓	✓	✓
*Adam Bond	✓	✓	✓	✓
*Helen Styles	✓	✓	✓	✓

- \* Members of Diocesan Safeguarding Team attend DSSG but are not members
- Attendance not required;
- A Apologies received;
- ✓ attended

## Safeguarding Staffing

2022 has seen some changes in the staffing in the safeguarding team. Esther Williams was appointed in July as a second safeguarding caseworker. Katheryn has revised her hours so that she is now fulltime in the role of Safeguarding Co-ordinator.



Adam Bond,  
Diocesan  
Safeguarding  
Adviser  
(4 days per  
week)



Helen Styles,  
Diocesan  
Safeguarding  
Training and  
Development  
Officer  
(3 Days Per  
week)



Nick Papuca,  
Safeguarding  
Caseworker  
(2 Days Per  
week)



Esther  
Williams,  
Safeguarding  
Caseworker  
(2 Days Per  
week)



Katheryn  
Caithness,  
Safeguarding  
Co-ordinator  
(5 Days Per  
week)

## Safeguarding Service Development

### Diocese

Inductions: One-to-one Safeguarding Inductions for Clergy and BDBF Advisers/ Officers were continued during 2022. There has been an increasingly high turnover of clergy during 2021 and into 2022.

Bristol Cathedral: The Cathedral has reviewed and reconstituted its Safeguarding Committee and appointed Sarah Jenkinson as their Safeguarding And Pastoral support Officer.

Trinity College: Trinity College in Bristol is the only Theological Education Institution (TEI) within the Diocese of Bristol. Support is provided to Trinity College with safeguarding issues including the provision of advice and guidance on safeguarding arrangements within the College and the provision of safeguarding training to both staff and the student body. All students complete online training during their first year and attend the safeguarding leadership training provided by the Diocesan Safeguarding Team during their second/third year.

Out of Hours/ Holiday Advice Access: An Information Sharing Agreement is in place with Thirtyone:eight to enable individuals from Parishes to access their 24 hour

helpline and for urgent telephone advice to be provided during DSA leave. Requests for advice are shared with the Diocese though we do not at present receive usage data.

## **Regional**

South West Safeguarding Trainers Network: A network for safeguarding trainers in Church of England Dioceses in the South West. The group has established itself and meets quarterly to provide support and share good practice across the region.

South West Independent Chairs (SWItCH): meeting quarterly to share good practice and provide support. They also meet with regional DSA's once a year.

Regional DSA meeting: these are now established as quarterly meetings and are facilitated by the Regional Safeguarding Lead as part of the National Pathfinder project in response to the IICSA recommendations 1 and 8.

## **National**

Pathfinder Pilot project: The Diocese of Bristol has agreed to be involved in the pathfinder pilot project to address recommendations 1 and 8 of the IICSA report in order to contribute to the improvement of safeguarding arrangements in the church as a whole. Charles Pitman (formerly the DSA at Exeter) has been appointed as a regional lead for the south west cohort and much of 2022 was spent scoping the project and how this might be implemented. The pilot went live in September 2022 and will be evaluated over 18 months into 2024.

National Safeguarding Case Management System: The NST has implemented a case management system to improve the consistency of case work management across the Church of England. Bristol have been deeply involved in this process and in August 2022 were part of the initial cohort adopting the new system which is called MyConcern.

## **Policy and Procedures**

### **Diocese**

No new policies or procedures have been issued at a Diocesan level.

### **National**

The National Safeguarding Team has launched a Safeguarding E-Manual<sup>1</sup>. During 2022 guidance on support for Ukrainian Refugees was issued.

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<sup>1</sup> [Safeguarding e-manual | The Church of England](#)

## Safeguarding Training

During 2022 the Diocesan Safeguarding Team began implementing the full range of core and specialist training as required in the Training and Development Framework issued in 2021. We have continued to provide the safeguarding Leadership training mostly via zoom and this training does require more time and resources to deliver. The online modules<sup>2</sup>, Basic Awareness (C0) and Foundations (C1) have been joined by a new Domestic Abuse module launched in November 2021.

### Safeguarding Training Courses

The full suite of training available within the Diocese is as follows:

- **Basic Awareness** – pre-requisite for all face to face training and recommended for all, available online via the safeguarding training portal.
- **Foundations** course provides an introduction to safeguarding within a church context and equips participants with skills and knowledge to know how and when to report concerns (available online via the safeguarding training portal).
- **Leadership** Equips participants to embed safeguarding practice in a leadership role within their church. It is a two part course which includes pre course requirements and post course evaluation.
- **Safer Recruitment and People Management** Explores statutory legislation and guidance and the House of Bishops safer recruitment procedures, policies and practice guidance (available online via the safeguarding training portal).
- **Raising Awareness of Domestic Abuse** Exploring the nature and dynamics of domestic abuse, with a focus on church settings (available online via the safeguarding training portal).
- **Personal Safety** an additional course provided to support clergy and other church officers whose role will often require them to work alone. Developed from training provided by the Suzy Lamplugh Trust<sup>3</sup>

### Online training

The online training provision comprises Basic Awareness and Foundations, Domestic Abuse and Safer Recruitment. There is also a module available regarding Modern Slavery and Human Trafficking.

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<sup>2</sup> Available on the Safeguarding Training Portal - [Safeguarding Training Portal \(cofeportal.org\)](https://cofeportal.org)

<sup>3</sup> [Train-the-Trainer Bespoke Course | Suzy Lamplugh Trust](https://www.suzy-lamplugh-trust.org/)

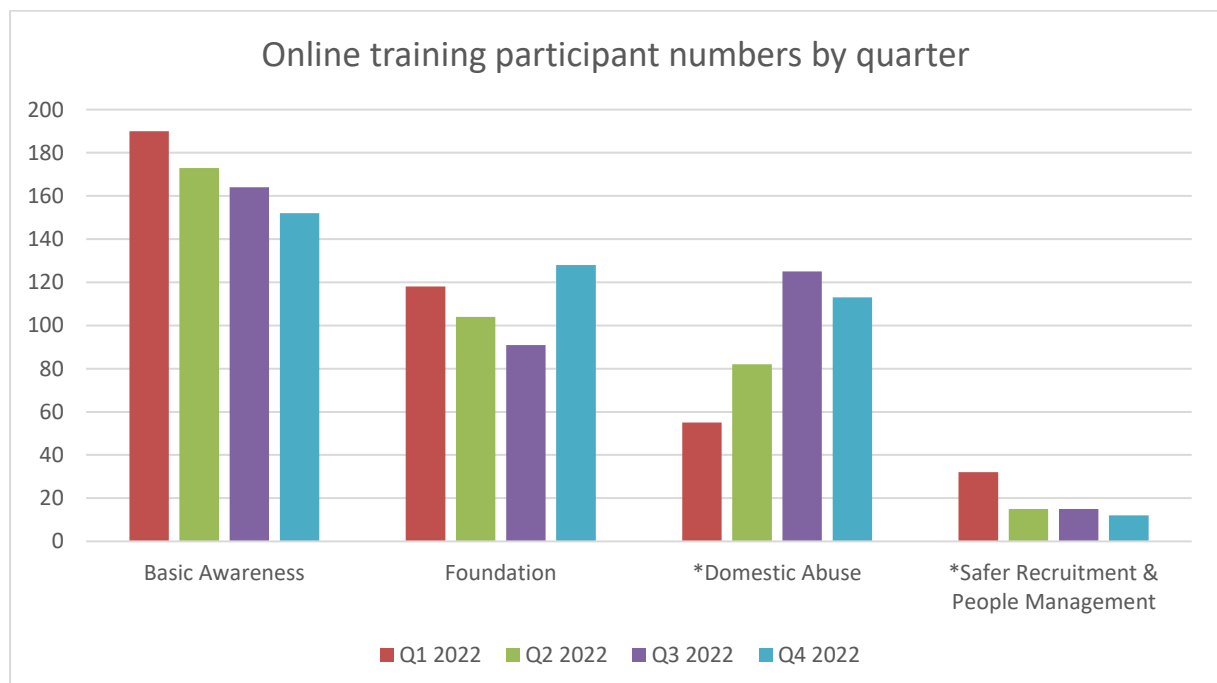
## Parish Safeguarding Officers

In addition to the national training modules, Parish Safeguarding Officers are offered an induction session. This has been available for new Parish Safeguarding Officers within the Diocese since 2015. The PSO Induction is now a national course issued via the National Safeguarding Team. As of the end of 2022 there were 174 Parish Safeguarding Officers in post across the Diocese.

## Training delivered in 2022

In July 2020 a revised version of the safeguarding Leadership course was introduced by the National Safeguarding Team which is delivered via two sessions, usually over Zoom, each of 1 ½ - 2 hrs duration. This course also includes a requirement for participants to undertake some work prior to attending and to provide some reflective feedback. The recommended maximum number of participants for this course is twelve with a minimum of six.

In November 2021 new Domestic Abuse online course was introduced There is also a new Safer Recruitment online course available. As of January 2022 new requirements for training were introduced. Most significant of these changes applies to PCC members who are now required to complete the Basic Awareness, Foundation and Domestic Abuse modules online. Where this is not possible we continue to provide face to face training.





Course	Delivery style	2021	2022
Basic Awareness	Online	574	679
Foundation	Online	551	441
Safer recruitment**	Online	63	74
Domestic Abuse*	Online	4	375
<b>Total</b>		<b>1469</b>	<b>1569</b>

\* Course introduced in November 2021

\*\* course introduced in July 2021

### Face to Face and Virtual Training

We continue to offer face to face and virtual training for the foundation, leadership and PSO induction courses. In addition we have started to deliver the PTO Pathway in both face to face and virtual sessions.

Course	number	participants
C1: Foundation	10 courses delivered	164 participants
C2: Leadership Safeguarding (face to face)	5 courses delivered	64 participants
C2: Leadership Safeguarding (virtual)	33 courses delivered	332 participants
PSO Induction Training	3 courses delivered	30 participants
PTO Pathway	3 courses delivered	32 participants
<b>Total</b>	<b>54</b>	<b>622</b>

### Monitoring and reporting

Monitoring of levels of training for those holding a Bishop's licence or permission to officiate, DBF staff and Parish Safeguarding Officers is reported at each DSSG meeting.

## DBS and Safer Recruitment

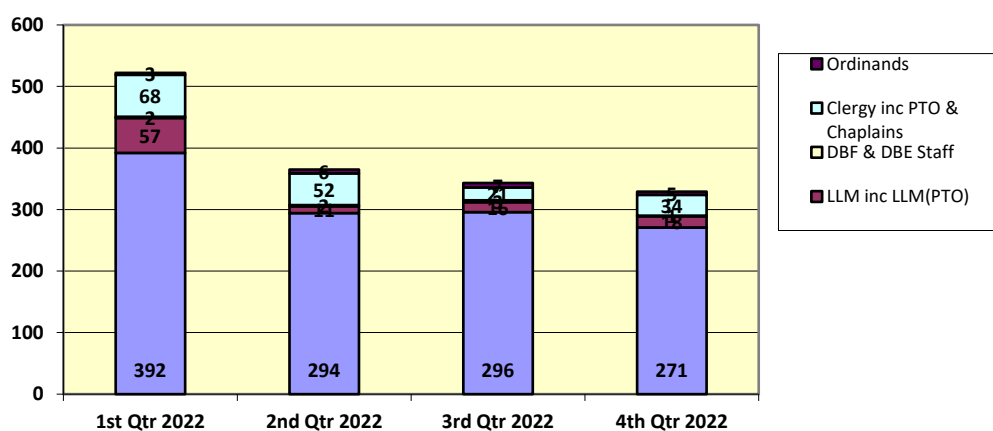
Any role in a Parish that is eligible for a Disclosure and Barring Service Check should have one completed prior to a person being appointed to that role. Every parish has access to the DBS system provided by Thirtyone:eight, either directly or in a small number of cases through the Diocesan Safeguarding Team.

All Church officers that are required to have a current DBS check should ensure it is renewed every 3 years. DBS checks completed during 2022 have shown a marked increase due to the need to renew those that were obtained 3-5 years ago. 1559 DBS applications were recorded as being processed in 2022 compared with 836 in 2021.

### Outstanding DBS checks

Period		Clergy	LLM	BDBF Staff	PSOs	Church wardens
Q4 2021	Total number in role	334	172	24	174	238
	outstanding checks	0	2	0	8	5
	% outstanding checks	0%	1.1%	0%	4.6%	2.1%
Q4 2022	Total number in role	305	165	17	178	251
	outstanding checks	0	15	0	25	20
	% outstanding checks	0%	9%	0%	14%	8%

### Completed DBS Checks - 2022



## Quality Assurance

### National

#### Annual Self Evaluation

The Church of England National Safeguarding Team has issued an Annual Self Evaluation return during 2022 for 2021.

### Diocese

#### Parish Safeguarding Dashboard

The Parish safeguarding dashboard was adopted in January 2020. Subsequently each Parish has been asked to register and use this tool in place of the annual safeguarding Audit.

	Unused	Level 0	Level 1	Level 2	Level 3	Total Live*	Total All
	Unused	Level 0	Level 1	Level 2	Level 3	Total Live	Total All
Archdeaconry of Bristol	0	7	13	26	21	60	67
Archdeaconry of Malmesbury	1	12	19	46	26	91	104
	0%	11%	18%	41%	27%	87%	100%

\*Parishes actively using Dashboard

During 2022 a new module of the Dashboard was launched called the Safeguarding Hub. This will enable parishes to maintain a central record of every church officer including their recruitment and training progress.

#### Case Work

Cases are recorded on file where advice is sought from the DSA and where this is related to a safeguarding concern or has the potential to require a degree of intervention by the Diocesan Safeguarding Team. Other types of queries e.g. recruitment, DBS, policy, training, signposting to services for parishioners, are recorded by parish/enquirer by the team and reported to the DSSG.

In August 2022 we adopted the new National Case Management system which has a different reporting system.

## New cases recorded and enquiries made

**1. Total number of safeguarding concerns and allegations received during 2022 where the concern/allegation is about an individual posing a direct risk to a child or adult because of their actions.**

	Child (current)	Child (non-recent)	Adult
Total number of cases:	4	11	8

**2. Number of safeguarding concerns and allegations where the person posing the risk was not a Church Officer**

	Child (current)	Child (non-recent)	Adult
Emotional abuse			
Spiritual abuse*	1		
Physical abuse			
Sexual abuse		6	
Neglect			
Neglect and acts of omission			
Domestic abuse			3
Discriminatory abuse			1
Financial or material abuse			1
Psychological abuse			
Spiritual abuse*			
Modern slavery			
Organisational abuse			
Self-neglect			1
<b>Total</b>	<b>1</b>	<b>6</b>	<b>6</b>

### 3. Number of safeguarding concerns and allegations where the person posing the risk was a Church Officer

	Child (current)	Child (non-recent)	Adult
Emotional abuse			
Spiritual abuse*			
Physical abuse	1	1	
Sexual abuse	2	4	1
Neglect			
Neglect and acts of omission			
Domestic abuse			1
Discriminatory abuse			
Financial or material abuse			
Psychological abuse			
Spiritual abuse*			
Modern slavery			
Organisational abuse			
Self-neglect			
<b>Total</b>	<b>3</b>	<b>5</b>	<b>2</b>

### Safeguarding Agreements

An agreement is made when an individual who poses a risk to children or adults at risk would like to attend and worship at a church. Prior to the implementation of an agreement, a risk assessment is completed to ensure that the agreement fully meets the risk posed and that the individual is provided with the necessary support.

As at December 2022, there are 22 active agreements in place involving 21 individuals.

## Budget

Description	2021 Actual	2022 Budget	2022 Actual Spend	Variance
	£	£	£	£
*DBS Disclosure Costs	12,307	35,000	23,520	11,480
Safeguarding risk assessments & investigation	4,005	6,000	250	5,750
Safeguarding training	457	6,000	2,000	4,000
Safeguarding resources	0	1,500	5,000	-3,500
Independent review	0	1,000	0	1,000
DSA & DSSG working expenses	8,306	5,000	5,000	0
Totals	25,075	54,000	35,770	18,730
*from January 2022 National Church guidance was updated to require DBS checks to be renewed every 3 years, a change from every 5 years which was the previous guidance. The resulting increase in checks carried out explains the large uplift in budget for DBS checks.				

## Glossary

BDBF - Bristol Diocesan Board of Finance Ltd

DBS - Disclosure and Barring Service

DSA - Diocesan Safeguarding Adviser

DSSG - Diocesan Safeguarding Steering Group

DST - Diocesan Safeguarding Team

IICSA - Independent Inquiry into Child Sexual Abuse

LADO - Local Authority Designated Officer

LEP - Local Ecumenical Partnership

LLM - Licensed Lay Minister

PCC - Parochial Church Council

PSO - Parish Safeguarding Officer

PTO - Permission to Officiate