

Diocese of Bristol

Safeguarding Annual Report 2021

Welcome

The increasing awareness of issues affecting safeguarding within the Diocese of Bristol has been beset by a challenging social and organisational environment over recent times. Not only has the Covid-19 pandemic and the impact on practice of lockdown had a very considerable impact, but many other issues currently impact society politically and socially. The Safeguarding team in Bristol has risen consistently and remarkably to effectively meet this challenge.



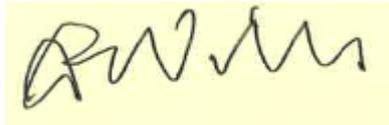
Safeguarding is guided by the underlying values that inform fundamental practice. Senior leadership of the Church of England has not hidden from the considerable challenges of the past and openly met and clearly expressed that safeguarding is at the heart of what it does.

The process of forensically examining the past by an independent reviewer has identified improvements through the Past Case Review (2) process, and other lessons to be learnt. To be published through the National Safeguarding Team (NST), the PCR(2) report identifies where processes and procedures of safeguarding locally and nationally require improvement, and the Diocese of Bristol within the southwest region is contributing uniquely and constructively to this.

All of those in the safeguarding team led by the Diocesan Safeguarding Advisor (DSA) are acknowledged by the Diocesan Safeguarding Steering Group (DSSG) and others as demonstrating considerable strengths and abilities, showing careful, conscious, compassionate, reflective professionalism throughout. It has done so knowing that safeguarding decisions, advice, and practice can be properly exposed to open scrutiny that has highlighted past gaps in such things as recording of information, the increasing awareness of matters such as domestic abuse, mental health and the very many other issues facing the people of the parishes of the Diocese of Bristol.

These challenges have resulted in a robust process of continuous improvements by the Risk Management Group (RMG), active review and updating of the safeguarding Risk Register, and a Strategic Safeguarding Improvement Plan overseen by the DSSG, the Bishop of Bristol, the Director of People and Safeguarding, the training officer, all those who very ably have contributed to the DSSG as representatives of the parishes and supported by the very capable administrative processes.

As Independent Chair of the DSSG, I recommend this report.

A handwritten signature in black ink on a yellow rectangular background. The signature appears to be 'A Wills'.

Dr Andrew Wills, Chair of the Diocesan Safeguarding Steering Group.

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Diocesan Safeguarding Steering Group (DSSG)

The DSSG has been established since April 2014 following a review of safeguarding arrangements within the Diocese undertaken by Barnardo's in 2013. Meetings have occurred quarterly through 2021 though this has been primarily via Zoom rather than in person. One additional extraordinary meeting was held in October to receive the Past Case Review 2 draft report.

The DSSG quarterly meetings oversee safeguarding activity within the Diocese. There are standing agenda items which include national updates, the Past Case Review 2, performance metrics and the Strategic 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

A new Independent Chair, Dr Andrew Wills, was recruited in early 2020 and has continued as the independent Chair through 2021.

As at December 2021 the membership of the DSSG was as follows:

Name	Role
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
Olive Gascoigne	Parish Safeguarding Officer (resigned from PSO role)
Jan Coombes	Parish Safeguarding Officer
David Cain	Parish Officer
Ben Silvey	Cathedral Chapter Clerk
Inspector Paul Bolton-Jones	Avon and Somerset Constabulary
Nicola Laird	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 2021

July meeting was postponed due to illness of Diocesan Safeguarding Adviser.

Name	19 January	27 April	21 September	8 December
Andrew Wills	✓	✓	✓	✓
Caroline Jowett-Ive	-	✓	✓	✓
Oliver Home	✓	✓	-	
Revd Canon Prof. Martin Gainsborough	✓	✓	✓	✓
Ven Neil Warwick	✓	A	A	A
David Cain	✓	✓	✓	✓
Olive Gascoigne (Resigned)	A	✓	-	-
Jan Coombes	✓	✓	✓	✓
Rev Canon Raymond Adams	A	✓	-	-
Ben Silvey (Cathedral)	-	-	✓	A
Chrissie Graham (Cathedral)	-	-	-	✓
Inspector Paul Bolton-Jones	A	A	A	A
Nicola Laird	A	✓	✓	A
Revd Michal Johnson (Assoc Archdeacon)	-	-	✓	✓
Adam Bond*	✓	✓	✓	✓
Katheryn Caithness*	✓	✓	✓	✓
Helen Styles*	✓	A	A	✓

* Members of Diocesan Safeguarding Team attend DSSG but are not members

- Attendance not required; **A** Apologies received; ✓ attended

Meetings in January, April and September took place via Zoom rather than in person due to restrictions introduced in response to COVID-19. The Meeting in July was postponed due to illness and the meeting in December was held as a face to face meeting.

Safeguarding Staffing

2021 has seen stability in the Diocesan Safeguarding Team with no changes in our staffing.

Diocese:



Adam Bond,
Diocesan
Safeguarding
Adviser



Helen Styles,
Diocesan
Safeguarding
Training and
Development
Officer



Nick Papuca,
Safeguarding
Caseworker



Katheryn
Caithness,
Safeguarding Co-
Ordinator

Oliver Home, Diocesan Secretary, left the Diocese in Mid 2021. Caroline Jowett-Ive joined the Diocese in April as Director of People and Safeguarding and is the safeguarding lead and line manages Adam. Adam line manages Nick Papuca and Helen Styles.

David Niven, an independent Social Worker, provides independent professional supervision for the DSA on a private consultancy basis every six weeks.

Safeguarding Service Development

Diocese

The Safeguarding improvement Plan will be reviewed following the completion of the Past Case Review 2.

Inductions: One-to-one Safeguarding Inductions for Clergy and BDBF Advisers/ Officers were continued during 2021.

Bristol Cathedral: A service level agreement was renewed during 2017 between the Bristol Diocesan Board of Finance and Bristol Cathedral. This will be reviewed following the postponed SCIE audit of the cathedral which took place in November 2021. The SCIE report can be found here: https://bristol-cathedral.co.uk/images/uploads/Bristol_Cathedral_report_final_180122.pdf

Trinity College: Trinity College in Bristol is the only Theological Education Institution (TEI) within the Diocese of Bristol. Support has previously been provided to Trinity College with safeguarding issues as and when required. A more structured and formal relationship is now established which includes 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 year.

Out of Hours/ Holiday Advice Access: An Information Sharing Agreement is in place with Thirty One: Eight to enable individuals from Parishes to access Thirty One: Eight's 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 Ecumenical Safeguarding Forum: Meets quarterly and comprises Safeguarding Advisers from the Region and safeguarding representatives from the Roman Catholic Dioceses, Methodist Circuits and United Reformed Church Synod. There are also links to the Baptist Church and the Salvation Army.

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.

A regional Diocesan Safeguarding Advisers group has convened during 2021.

National

Independent Inquiry into Child Sexual Abuse (IICSA): Following the Publication of the IICSA report regarding the Church of England, recommendations from the report are being explored and taken forward by the National safeguarding Team. The Diocese of Bristol has agreed to be involved in the pathfinder pilot project to address recommendations 1 and 8 in order to contribute to the improvement of safeguarding arrangements in the church as a whole.

Past Case Review 2: During 2019 a National Past Case Review 2 has been initiated in every Diocese in England. Guidance was issued to all Dioceses during 2018 and the DSSG established a PCR2 reference group via the Risk Management Subgroup to oversee the implementation of the Past Case Review 2. The PCR2 was planned to commence in March 2020, this was interrupted by the first national lockdown in response to the COVID-19 pandemic. It also became necessary to recruit a new independent reviewer and the review was able to commence in September 2020. The review has been a significant piece of work and has been severely hampered by the impact of COVID 19 restrictions. The review was concluded in late 2021 and a very thorough and detailed report has been provided to the Diocese by the independent reviewer. Recommendations from this report will be incorporated into an improvement plan and the report has been submitted to the National Safeguarding Team who are expecting to publish a summary report covering all 42 Dioceses in 2022.

Policy and Procedures

Diocese

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

National

A thorough review of safeguarding policies and practice guidance has been undertaken during 2020 and 2021. New guidance has been issued during 2021 and further revised guidance is expected during 2022.

The existing Church of England Safeguarding policies and practice guidance remain in place:

1. [Safer Recruitment and People Management Practice Guidance](#), June 2021
2. [Safeguarding: Learning and Development Practice Guidance](#), April 2021
3. [Guidance: identifying Safeguarding Serious Incidents and Reporting to the Charity commission \(DBF Guidance\)](#), March 2021
4. [Safer Environment and Activities](#) (2019)
5. [Responding to Safeguarding Concerns or Allegations that relate to Children, Young People and Vulnerable Adults practice guidance](#) (2018)
6. [Responding well to domestic abuse practice guidance](#) (2017)

7. [Key roles and responsibilities of church office holders and bodies practice guidance](#) (2017)
8. [Responding to, assessing and managing concerns or allegations against church officers practice guidance](#) (2017)
9. [Glossary Reference Guide](#) (2017)
10. [Promoting a Safer Church; House of Bishops policy statement](#) (2017)
11. [Promoting a Safe Church \(safeguarding policy for adults\)](#) (2006)
12. [Protecting All God's Children \(safeguarding policy for children and young people, 4th edition\)](#) (2010)
13. [Responding well to those who have been sexually abused practice guidance](#) (2011)
14. [Safer recruitment practice guidance](#) (2016)
15. [Safeguarding in religious communities practice guidance](#) (2015)

And with the Methodist Church:

1. [Safeguarding records: joint practice guidance for the Church of England and the Methodist Church](#) (2015)
2. [Safeguarding joint practice guidance for single congregation Local Ecumenical Partnerships](#) (2015)

Safeguarding Training

The Diocesan Safeguarding Team began in 2021 offering the full range of core and specialist training as required in the Training and Development Framework issued in 2019. However, following the restrictions implemented in response to the COVID-19 pandemic since March 2020 it has not been possible to provide face to face training. A revised version of the Safeguarding Leadership (C2) course was introduced in July 2020 designed to be delivered via Zoom. We have continued to provide the safeguarding Leadership training via zoom though this training does require more time and resources to deliver. The online modules, Basic Awareness (C0) and Safeguarding Foundation (C1) have been thoroughly revised and updated.

Safeguarding Training Courses

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

- **Children and Adult Safeguarding Basic awareness** – pre-requisite for all face to face training and recommended for all, available online via the safeguarding training portal.
- **Safeguarding Foundation** 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).
- **Safeguarding 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 and additional workshops are planned to supplement this course in 2022.
- **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 and additional workshops are planned to supplement this course in 2022.
- **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 Trust¹

¹ [Train-the-Trainer Bespoke Course | Suzy Lamplugh Trust](#)

Online training

The online training provision comprises Basic Awareness and Safeguarding Foundation, and during 2021 modules for Domestic Abuse and Safer Recruitment have been introduced. There are also modules available regarding Modern Slavery.

Additional training sessions have continued to be offered for Parish Safeguarding Officers comprising Induction Training and Forum meetings. During 2021 we have offered additional Forum meetings via Zoom.

Period		Parish Safeguarding Officers
Q1 2021	Total number in role	181
	Number with up to date training	143
	% up to date training	78.9%
Q2 2021	Total number in role	198
	Number with up to date training	143
	% up to date training	72%
Q3 2021	Total number in role	179
	Number with up to date training	115
	% up to date training	66%
Q4 2021	Total number in role	174
	Number with up to date training	85
	% up to date training	48.8%

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 since 2015. As of the end of 2021 there were 174 Parish Safeguarding Officers in post across the Diocese.

Training delivered in 2021

Provision of Safeguarding Training has been significantly affected by the restrictions relating to COVID-19. In person face to face training was stopped in March 2020 and was only restarted in limited fashion in late 2021.

In July 2020 a revised version of the safeguarding Leadership course was introduced by the National Safeguarding Team which is delivered via two Zoom sessions of 1 ½ - 2 hrs each. 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 and we will be supplementing this course with some workshops later in 2022. There is also a new Safer Recruitment online course available.

Course	Led By	Number of courses	Cancelled	Participants
Basic Awareness	Online	-	-	574
Foundation	Online	-	-	551
Leadership (ZOOM)	TDO/DSA	29		268
Safer recruitment**	Online	-		63
Domestic Abuse*	Online	-		4
PSO Induction	TDO/DSA	2	1	9
Total		31	1	1469

* Course introduced in November 2021

** course introduced in July 2021

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 a role. Every parish has access to the DBS system provided by Thirty One:Eight, either directly or in a small number of cases through the Diocesan Safeguarding Team.

All clergy and those that hold a licence are required to have a current DBS check that is renewed every 5 years. From 4 January 2022 the renewal period for all roles will be changing to 3 years.

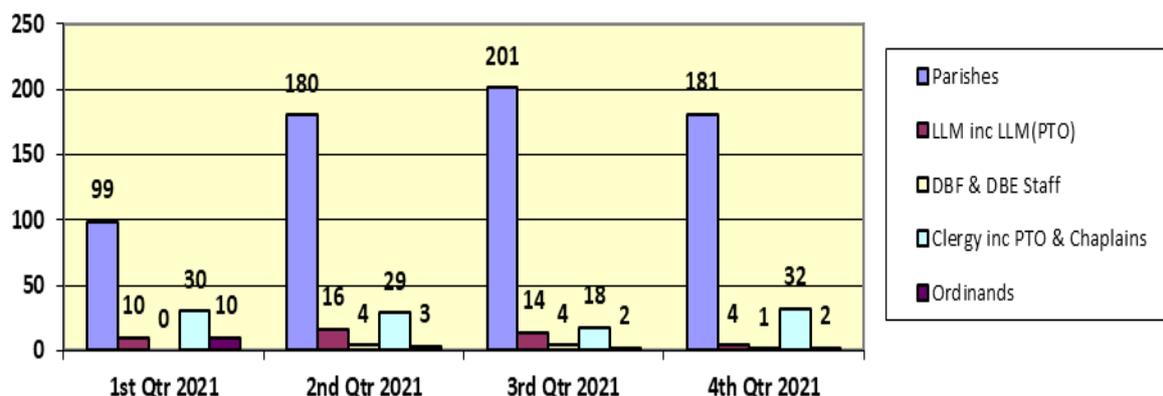
DBS – Not Clear

Five DBS disclosures have been returned with the outcome '*Please wait to view applicant certificate*' indicating that there is relevant information on the certificate. Of these, all have been seen and where appropriate risk assessments have been completed. One required a face to face meeting though due to Covid restrictions it was necessary to complete this meeting via zoom with the PSO and Safeguarding Team. The remainder were offences that are not safeguarding related or relevant to the role, or which had previously been risk assessed.

Outstanding DBS checks

Period		Clergy inc PTO	LLM inc (PTO)	BDBF Staff	PSOs	Church wardens
Q4 2020	Total number in role	340	197	23	189	259
	Total number of outstanding checks	0	8	0	7	28
	% outstanding checks	0%	4%	0%	3.7%	10.8%
Q4 2021	Total number in role	334	172	24	174	238
	Total number of outstanding checks	0	2	0	8	5
	% outstanding checks	0%	1.1%	0%	4.6%	2.1%

Completed DBS Checks - 2021



Due to the impact of the restrictions relating to COVID-19 the number of DBS checks completed during Q1 significantly lower than would normally be the case during this quarter.

836 DBS applications were recorded as being processed in 2021 compared to 691 in 2020, this amounts to a increase of 21%. Many churches have reduced the scale of the work that they are doing due to the restrictions relating to COVID-19 during 2020 and there has therefore been a reduction in the recruitment of new volunteers. It has taken sometime to return to activities and many people have not returned to roles that they previously did.

The largest proportion of DBS checks undertaken:

73 for Clergy;

36 Clergy with Permission to Officiate;

44 Licensed Lay Ministers;

50 Churchwardens;

283 Volunteer Children's Worker;

42 Volunteer Youth Worker;

27 Volunteer Pastoral Worker/visitor;

16 Parish Safeguarding Officer; and

169 DBS checks are for other roles.

Expired DBS checks for clergy are an exception and actively pursued: Clergy and Lay Minister Licenses are suspended if a DBS check is not applied for within the required timescale.

Quality Assurance

National

Annual Self Evaluation

The Church of England National Safeguarding Team has issued an Annual Self Evaluation return during 2021 for 2019 and 2020.

Past Cases Review 2

An independent scrutiny team appointed to review the Past Case Reviews completed by Dioceses in 2007-2009 had published its report during 2018 and guidance for undertaking the Past Case Review 2 was issued in the summer of 2019. The Risk Management Group established by the DSSG have been project managing the Past Case Review 2 on behalf of the DSSG during 2020 and the Diocesan Safeguarding Team started the review process during 2020.

In January 2020 all Parishes were asked to ensure that they had reported every safeguarding concern and allegation that should have been reported to the Diocesan Safeguarding Team. It had been planned to start the review of clergy files held by the Bishops Office in March 2020. However, due to the restrictions imposed in relation to COVID 19 this was not possible. Subsequently the Independent Reviewer that had originally been appointed was unable to resume and a new Independent Reviewer, Karen Howard, was appointed and the work was able to commence in September 2020. The review has now concluded and a thorough and detailed report has been submitted to the National Safeguarding Team. A report is currently being compiled taking into account reports from all 42 Dioceses. This is due to be published in the middle of 2022.

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.

The Dashboard has three levels:

- Level 1 - Safer Foundation
- Level 2 - Safer Activities
- Level 3 - Safer Practices

During the first year of use the focus was on all parishes registering and making progress at level 1. In subsequent years we will then encourage parishes to progress through level 2 and level 3.

	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	1	9 (13)	22 (23)	24 (23)	12 (6)	58 (53)	68	
Archdeaconry of Malmesbury	1	18 (18)	22 (23)	42 (40)	20 (19)	84 (83)	103	
		97%						

*Parishes actively using Dashboard

Parish Safeguarding Officers have responded positively to the introduction of the dashboard with 97% of parishes having registered to use it and over 70% have started to make progress with it. This is already a higher response rate than was the case with the Parish Safeguarding Audit.

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.

36 new cases were recorded in 2021, 27 of which remained open cases at the end of 2021. 71 cases remain open from previous years a number of these are historic and have outstanding actions that require attention before they can be closed or are ongoing cases requiring monitoring and support.

New cases recorded and enquiries made

1. Total number of safeguarding concerns and allegations received during 2021 where the concern/allegation is about an individual him/herself posing a direct risk to a child or adult because of their actions.

	Child (current)	Child (non-recent)	Adult
Total number of cases:	4	18	21

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*			
Physical abuse			1
Sexual abuse	1	11	2
Neglect			
Neglect and acts of omission			
Domestic abuse			
Discriminatory abuse			
Financial or material abuse			
Psychological abuse			2
Spiritual abuse*			
Modern slavery			
Organisational abuse			
Self-neglect			
Total	1	11	5

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
Sexual abuse	3	7	4
Neglect			
Neglect and acts of omission			1
Domestic abuse			2
Discriminatory abuse			1
Financial or material abuse			4
Psychological abuse			2
Spiritual abuse*			
Modern slavery			
Organisational abuse			
Self-neglect			
Total	3	7	15

Comparison with 2020

2020	11 adult cases
2021	21 adult cases
2020	18 children's cases
2021	22 children's cases

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 2021, there are 15 active agreements in place involving 14 individuals. Due to restrictions related to COVID 19 most agreements have been dormant during most of 2021.

Budget

Description	2020 Actual	2021 Budget	2021 Actual Spend	Variance
	£	£	£	£
DBS Disclosure Costs	8,989	11,000	12,307	-1,307
Safeguarding risk assessments & investigation	1,718	4,500	4,005	495
Safeguarding training	394	5,500	457	5,043
Safeguarding resources	1,222	1,500	0	1,500
DSA & DSSG working expenses	5,333	5,000	8,306	3,306
Totals	17,656	27,500	25,075	2,425

Glossary

BDBF - Bristol Diocesan Board of Finance Ltd

DBE - Diocesan Board of Education

DBS - Disclosure and Barring Service

DSA - Diocesan Safeguarding Adviser

DSO - District Safeguarding Officer (Methodist Church)

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

PCR2 - Past Case Review 2

PSO - Parish Safeguarding Officer

PTO - Permission to Officiate

SCIE - Social Care Institute of Excellence

TDO - Training and Development Officer