

The key priorities for 2016 set within the overall plan Board plan are:

- 1. Effective responses to national changes and developments**
- 2. Growing diocesan operational capacity; managing casework; developing partnerships and networks evaluating the difference we make**
- 3. Growing church capacity through Church Officers, Nominated People**
- 4. Additional pieces of work**
- 5. The Diocesan Learning and Development Programme 2016-2018 (appendix I)**

I. Effective responses to national changes and developments and their impact on diocesan safeguarding activities/plans.

The Board will ensure it remains active in, and up to date on, all national and national church developments, safeguarding requirements, and challenges the diocese to ensure that sufficient capacity and resource is in place to support the leadership, management and operational delivery of safeguarding work in a fast changing context.

Critical Friend Board Members: Margaret Styles and Alice Reeve

Requirements	Tasks /Timetable	Lead Officer(s)	RAG progress	Comment
IICSA	Diocesan Group chaired by MSh to report back to the Board on progress against a national timeframe with key actions and operational activities.	+R/JK	Jan-April	
National Church policy and practice guidance	Review each set of guidelines to check against our own policies and practices and risk management. Reporting fed into the SCIE audit process	AR/JK/BF	Jan-April	
	National Learning and Development framework Develop year plan of activities	JK	January	
Re review of past cases review Clergy Blue Files	National Terms of Reference and external person (JK working with David Gardiner the new Chaplain)	JK/DG	March-June	
	Reviewing the current blue file management by the Bishop's Office, review on receipt etc	JK/DG	May-June	
National Learning and Development Programme	Devise activity plan for the year which includes new training and modules, refresher modules, bespoke and linked to other need and evaluate each one. Review Senior Staff training (with new S-Staff team)	JK/BF/AB JK/+R	April	
Board peer group review	Linked to IICSA eg Bristol Board	MSt	Feb-April	
National annual data and self assessment return	Linked to national workplan We will involve the Cathedral/Chapter too in this	BF/JK	Early March	
National consultation	Draft regulations and draft revisions to national safeguarding policy and practice guidance	MSh/JK	Feb +Staff Feb S/G Board	

2. Growing diocesan operational capacity; managing casework; developing partnerships and networks evaluating the difference we make

The Board will ensure that the diocesan capacity to grow and sustain safeguarding practice, and to learn and support learning from local issues is robust.

Critical Friend Board Members: Margaret Sheather and Archdeacon Jackie

Operational requirements	Tasks /Timetable	Lead Officer(s)	RAG progress	Comment
To prepare for SCIE audit (6,7,8 July 2016)	Review processes and administration for records, planning the audit etc.	JK	Feb-March	
To maintain and review the SLA with the Cathedral	First annual review meeting for June 2016.	JK/BF/SL/ES BPS	June	
To maintain effective systems for reviewing the casework and agreements of offenders	Ensure record keeping for all casework and offender management is robust.	BF	Jan-March	
To further strategic and operational relationships with local authority, statutory and other bodies.	Compile list of what links we have, how strong they are, and what needs to be developed.	JK/BF/LR and others	March	
Responding to Serious Situations Review after each Response Group for learning.	Review each case at the end for learning and feedback	MSh BF to coordinate	ongoing	
Build a bank of professionals we can call on for risk assessment, etc	Research and compile a list of who we have and their particular skills/experience (include other bodies)	JK/BF	Jan-March	
To build the capacity of the Team	Develop the team, cpd programme, appraisal, review ongoing support/supervision.	JK	ongoing	

3. Growing Church Capacity

The Board will ensure that our churches and benefices are as well informed, trained and equipped to lead and champion safeguarding practically and with resources, advice and guidance from the diocese.

Critical Friend Board Members – Archdeacon Robert and Paul Williams

Operational requirements	Tasks /Timetable	Lead Officer(s)	RAG progress	Comment
Increasing confidence in our church/parish capacity.	Follow up Archdeacons Articles feedback	JK/BF/KP	Jan-March	
	Annual cycle of training and development in line with new national framework See 4. below	JK	Jan prep for full year	
	Target Nominated People gaps and create new opportunities for Nominated People to learn and grow in their roles	BF	March Post APCM	
	Develop DBS (with CCPAS section Y processes)	JK/KP	Feb	
	Review Safeguarding Communications and create comms action plan (website, newsletters, fact sheets etc) Create template National Church Parish questionnaire linked to national process	LT JK/BF	Feb Probably June	
	To say Thank You to Nominated People	JK/BF	Jan 16 Jan 17	
	Review evaluations and impact	JK/BF	Sept	

4. Other work

Operational requirements	Tasks /Timetable	Lead Officer(s)	RAG progress	Comment
Ongoing 5yr rechecking process linked to online update	Quarterly review for 2016	JK/KP/DG	Quarterly	
Streamline DBS processes for those on courses eg workshop leaders	Annual plan	KP / AB	Annual plan	
New DBS processes	<ul style="list-style-type: none"> New Clergy appts New Reader appts PTO appts New curates appts 	KP/AB/DG/I B And Bishop's Office	ongoing	
Regular – Bishop's Staff	<ul style="list-style-type: none"> HR and Safeguarding update at each meeting 	JK		
Ad hoc – Deanery, Chapter, PCCs	<ul style="list-style-type: none"> Parochial and deanery invitations (but we need to be careful about capacity and what is required to be realistic) 	All		
Chapter Meetings	<ul style="list-style-type: none"> Annual Chapter updates/review S/G reported at each Chapter 	JK		
Others as required	<ul style="list-style-type: none"> Opportunities to champion safeguarding and good practice 	All		
Diocesan Synod presence	<ul style="list-style-type: none"> Annual MSt/JS 	MSt/JS/JK others		
GDBF	<ul style="list-style-type: none"> Each meeting update 	JK		
Boiard member skills knowledge and networking links	<ul style="list-style-type: none"> Capture Board level information that will help with overview of skills/knowledge/experience/helpful networks etc 	DG/JK/BF	March	
Board membership	<ul style="list-style-type: none"> New Bishop's Chaplain Co-opt Head of Communications 	MSt/JK	Feb/March	