

GDPR Note:

Names and identifying details have been redacted. Numbers lower than 5 redacted where these could lead to individuals being identified.

Safeguarding Diocesan Audit 2018

All entries should relate to the period January to December 2018

GENERAL	STANDARD 1	STANDARD 2	STANDARD 3	STANDARD 4	STANDARD 5
STANDARD 6	STANDARD 7	STANDARD 8			

Person responsible for submission

First Name

Last Name

Role in Diocese

Diocesan Safeguarding Adv

Phone Number

Email address

safeguardingadvisor@rcdop.org.uk

DIOCESE

Diocese of Paisley

Bishop's Name

Bishop John Keenan

Has the Bishop seen and authorised this completed Audit?

☒ YES

☐ NO

Date authorised

04/04/2019

VG or VE for Safeguarding

Fr Joseph Burke

Name

Phone Number

Email address

vg@rcdop.org.uk

Total No. of parishes

32

No. parishes with dedicated PSC

32

No. parishes SHARING a PSC

0

No. parishes WITHOUT a PSC

0

What actions has the Diocese taken to ensure the recruitment of sufficient numbers of Parish Safeguarding Co-ordinators?

Parish Priests recruit suitable parishioners

Standard 1: Creating and maintaining safe Church environments

The provision of safe environments is an essential requirement for all Church activities that involve children and vulnerable groups. (IGI 1.1.1)

PREMISES

1.1 In the past year did the Diocese manage any premises that were used for activities involving children or vulnerable groups?

☐ Yes ☒ No ☐ N/A

If No or N/A, go to question 1.4a

SEX OFFENDERS

1.4a How many contracts for Sex Offenders were in place in the Diocese?

Number lower than 5

1.4b How many new requests for Sex Offenders contracts were made in the past year?

1.4c How often are Sex Offenders contracts reviewed?

every year

1.4d What other agency was involved in these reviews?

Offender Management Unit

1.4e Name of person (or people) who monitored Sex Offenders contracts in your Diocese:

1.4f What training / advice / support does this person (these people) need?

Training provided by and Criminal Justice Social workers. also provides mentoring

1.5 How do you rate your Safeguarding Practice for Standard 1?

1 2 3 4 5

Weak ☐ ☐ ☐ ☒ ☐ Very good

1.6 What steps can you take to improve Diocesan practice IN CREATING AND MAINTAINING SAFE CHURCH ENVIRONMENTS? What good practice could you share?

Standard 2: Vetting the appointment of clergy, religious, lay employees and volunteers

The mandatory Safe Recruitment process in the Catholic Church in Scotland is central to ensuring that everyone - whether working in ministry as an ordained or religious, or working as an employee or as a volunteer - is safe to work with vulnerable groups. (IGI 2.1.1)

EMPLOYEES

2.1 Have all Diocesan EMPLOYEES been informed of the Safeguarding Code of Conduct (IGI 2.3)?

- ☒ All ☐ Some ☐ None

2.2 How many Diocesan EMPLOYEES were involved in regulated activities involving children and/or vulnerable adults?

Numbers all lower than 5

2.3 How many of these Diocesan EMPLOYEES have gained PVG membership?

2.4 Please explain below any discrepancy in the figures in 2.2 and 2.3.

The 7 people mentioned above are diocesan employees who work for SPRED. SPRED have put in their own audit so I was unsure whether to mention them or not. The Diocese has no other employees doing regulated work.

2.5a Does the Diocese hold records of all DIOCESAN EMPLOYEES who are involved in regulated work involving children and / or vulnerable adults?

- ☒ YES ☐ No ☐ N/A

2.5b For each DIOCESAN EMPLOYEE do your records show: name, post held, number and date of PVG membership, most recent Safeguarding Training course - date, location, course title.

- ☒ ALL ☐ Some ☐ N/A

VOLUNTEERS

2.6 Across the Diocese, how many VOLUNTEERS were involved in regulated work with children and/or vulnerable adults in the past year?

2.7 How many of these VOLUNTEERS have PVG membership?

2.8 In the past year how many Letters of Approval did the Diocese issue to new VOLUNTEERS?

2.9 Please provide details of any actions the Diocese has taken to ensure that all VOLUNTEERS were "safely recruited" before taking up any duties.

Sending "reminder" letters to all those who had yet to attend training. Regular bulletin notices and notifications on Diocesan website of training dates. Contacting volunteers to ask for new reference details as we had yet to receive a reference from the referee mentioned on their form and reminded them we cannot send them 'Letter of Approval' until we have both references.

2.10a Does the Diocese hold records of all VOLUNTEERS who are involved in regulated work involving children and / or vulnerable adults?

- ☒ Yes ☐ No

2.10b For each VOLUNTEER do your records show: name, activity/group, number and date of PVG membership, most recent Safeguarding Training course - date, location, course title.

- ☒ ALL ☐ Some

CLERGY

2.11a How many SECULAR PRIESTS were in active ministry in the Diocese in the past year?

28

2.11b How many of these SECULAR PRIESTS have obtained PVG membership?

28

2.12a How many RETIRED SECULAR PRIESTS were living in the Diocese in the past year?

13

2.12b How many of these RETIRED SECULAR PRIESTS occasionally offered some form of active ministry in the Diocese in the past year?

2

2.13a How many RELIGIOUS PRIESTS were in active ministry in the Diocese in the past year?

1

2.13b How many of these RELIGIOUS PRIESTS have obtained PVG membership?

1

2.14a How many PERMANENT DEACONS were in active ministry in the Diocese in the past year?

9

2.14b How many of these PERMANENT DEACONS have obtained PVG membership?

9

2.15 Have all clergy in the Diocese been informed of the Safeguarding Code of Conduct (IGI 2.2)?

- ☒ All ☐ Some ☐ None

2.16a Does the Diocese hold records of all CLERGY in the Diocese?

- ☒ All ☐ Some

2.16b For all CLERGY in the Diocese do these records show: name, parish, number and date of PVG membership, most recent Safeguarding Training course - date, location, course title.

- ☒ Yes ☐ No ☐ Only some

2.16c If your answer to Q. 16a is "Some", please explain below.

N/A

2.17a How many VISITING CLERGY (from outside the Diocese) supplied ministry in the Diocese in the past year?

9

2.17b How many of these VISITING CLERGY supplied ministry for LESS THAN 2 weeks?

0

2.17c How many of these VISITING CLERGY supplied ministry for MORE THAN 2 weeks?

9

2.18 How many VISITING CLERGY provided the Diocese with evidence of a 'celebret' or testimonial letter from their Bishop?

9

2.19 How many of these VISITING CLERGY were informed of the Safeguarding Code of Conduct?

9

2.20 How many of these VISITING CLERGY participated in Safeguarding training during their stay?

9

2.21a Does the Diocese hold records of all VISITING CLERGY who came to the Diocese last year?

☒ All ☐ Some ☐ None

2.21b For all VISITING CLERGY who came to the Diocese last year do your records show: name, parish(es) visited, number and date of PVG membership, most recent Safeguarding Training course - date, location, course title?

☒ All ☐ Some ☐ None

2.22 Please provide details of any challenges faced by the Diocese in ensuring that VISITING CLERGY are adequately trained for Safeguarding.

When they are here for a short period of only one or two months, it can be difficult to instill into them the importance of Safeguarding in our Church culture, especially if they come from countries where such safeguarding of children and vulnerable adults is not formal. That said, however, they do appear to take it very seriously while here.

2.23a Does the Diocese hold records of all SEMINARIANS in the Diocese in the past year?

☒ Yes ☐ No ☐ Only some

2.23b For all SEMINARIANS do your records show: name, parish(es) visited, number and date of PVG membership, most recent Safeguarding Training course - date, location, course title?

☒ Yes ☐ No ☐ Only some

2.24a Does the Diocese hold records of all those in the Diocese who were in the PROPAEDEUTIC stage in the past year?

☒ Yes ☐ No ☐ Only some

2.24b For all those in the PROPAEDEUTIC stage in the past year do your records show: name, parish(es) visited, number and date of PVG membership, most recent Safeguarding Training course - date, location, course title?

- ☒ Yes ☐ No ☐ Only some

2.25a Does the Diocese hold records of all TRANSIENT DEACONS who were in active ministry in the Diocese in the past year?

- ☐ Yes ☒ No ☐ Only some

2.25b For all TRANSIENT DEACONS do your records show: name, parish(es) visited, number and date of PVG membership, most recent Safeguarding Training course - date, location, course title?

- ☐ Yes ☒ No ☐ Only some

2.26a Does the Diocese hold records of all those from the Diocese who were in formation for the PERMANENT DIACONATE in the past year?

- ☒ Yes ☐ No ☐ Only some

2.26 For all those who were in formation for the PERMANENT DIACONATE in the past year do your records show: name, parish(es) visited, number and date of PVG membership, most recent Safeguarding Training course - date, location, course title?

- ☒ Yes ☐ No ☐ Only some

2.27 How do you rate your Safeguarding Practice for STANDARD 2?

1 2 3 4 5
Weak ☐ ☐ ☐ ☒ ☐ Very good

2.28 What steps can you take to improve Diocesan practice in VETTING APPOINTMENTS? What good practice could you share?

Note: we have no transient deacons.
The vetting is robust but perhaps could be even stronger. For example, if a priest has served in another diocese before applying to Paisley, then we could ask not only for the celebret and letter of testimonial from his own Bishop but also from the diocese in which he has previously supplied. I think adopting this across the board would be beneficial as it give yet another check on any visiting priest.

Standard 3: Responding to Safeguarding concerns of allegations

We follow established protocols for dealing with disclosure of Safeguarding allegations, including mandatory reporting to the authorities. (IGI 3.1)

Numbers all lower than 5

3.1 How many allegations of the abuse IN TOTAL were received by the Diocese in the past year?



If answer = 0, go to Q.3.15



3.1a How many of these were allegations of the abuse of CHILDREN?



3.1b How many of these allegations were passed on to the statutory authorities?



3.2a How many of last year's allegations were allegations of the abuse of VULNERABLE ADULTS?

3.2b How many of these allegations were passed on to the statutory authorities?

3.3a How many of last year's allegations were passed on to the BISHOP?

3.3b How many of last year's allegations were passed on to the DIOCESAN SAFEGUARDING ADVISER?

3.3c How many of last year's allegations were referred to the DRAMT?

3.4a How many of last year's allegations were recorded on the national ALLEGATION RECORDING FORM (to be copied to SCSS at the time of this Audit)?

3.4b If not ALL allegations were recorded on the national ALLEGATION RECORDING FORM, please explain below.

3.5 How many of last year's allegations are still being investigated by the statutory authorities?

3.6 How many of last year's allegations have led to criminal prosecution?

3.7 How many of last year's allegations led to the Bishop instigating a canonical process?

3.8 How many of these canonical investigations are currently suspended pending the outcome of investigations by the statutory authorities?

3.9 How many of last year's allegations led to a cleric being placed on restricted ministry?

3.10 How many of last year's allegations led to a cleric being dismissed from the clerical state?

3.11 How many of last year's allegations led to a VOLUNTEER being removed from post?

3.12 How many of last year's allegations led to an EMPLOYEE being suspended from duty?

3.13 How many of last year's allegations led to an EMPLOYEE being dismissed?

3.14 How many of last year's allegations were made against a person who is now deceased?

3.15 How many past allegations in total are still ONGOING?

3.16 Please comment on any issues relating to the communication of allegations, either internally in the Diocese or externally with the statutory authorities.

redacted.

3.17 How do you rate your Safeguarding Practice for STANDARD 3?

1 2 3 4 5
Weak ☐ ☐ ☐ ☐ ☒ Very good

3.18 What steps can you take to improve Diocesan practice in RESPONDING TO SAFEGUARDING CONCERNS? What good practice could you share?

I'm going to crystallize our existing practice into a protocol.

S

We follow established protocols for responding to survivors [of abuse]. (IGI 4.1)

4.1 How many survivors made themselves known to the Diocese in the last year?

Numbers lower than 5 redacted

If answer = 0, got to Q.4.9

4.2 In every case last year, when a survivor contacted the Diocese to disclose an allegation,

GDPR Note:

Page 9 redacted under GDPR.

GDPR Note:

Page 10 redacted under GDPR.

5.5c - appropriate accommodation



5.5d - arrangements for spiritual direction?



5.5e - other appropriate support?



5.7 How do you rate your Safeguarding Practice for STANDARD 5?

1 2 3 4 5

Weak ☐ ☐ ☐ ☒ ☐ Very good

5.8 What steps do you need to take to improve Diocesan practice in MANAGING AND PROVIDING CARE FOR THOSE ACCUSED OF ABUSE? What good practice could you share?

We need to think about a protocol for implementing this in case we need to use it at short notice.

Standard 6: Working Together in Safeguarding

In each Diocese the Bishop takes prime responsibility for Safeguarding, assisted by key personnel. (IGI 6.1)

6.1 Please list the names of all who have acted as members of the DIOCESAN SAFEGUARDING ADVISORY GROUP in the past year.

	Full Name	Relevant Expertise in Safeguarding
1	Names redacted	Criminal Justice Social Worker
2	Henry Docherty	Retired Head Teacher
3		Solicitor Advocate
4		Retired Police Officer
5		Teacher
6		National Safeguarding Co-ordinator
7		Safeguarding Lead SPRED
8		VG with responsibility for Safeguarding
9		Clergy Representative
10		Diocesan Pilgrimage Rep
11		SSVP Reps
12		Parish Safeguarding Co-ordinator St Charles pai

6.2 Please list the dates of all meetings of the DSAG in the past year.

13 February 2018; 1 May 2018; 18 September 2018; 20 November 2018

6.3 Please list the names of ALL members of the DRAMT in the past year.

	Full Name	Relevant Expertise in Risk management
1	Names redacted	Criminal Justice Social Worker
2		VG with responsibility for safeguarding
3		Retired Head Teacher
4		Teacher
5		Retired Police Officer
6		
7		
8		

6.4 On how many occasions in the past year did the DRAMT meet?

7

6.5 Does the Diocese have a written policy about how the DRAMT'S recommendations are communicated to the Bishop?

☒ YES ☐ NO

6.6 How do you rate your Safeguarding Practice for STANDARD 6?

1 2 3 4 5
Weak ☐ ☐ ☐ ☐ ☒ Very good

6.7 What steps do you need to take to improve Diocesan practice in WORKING TOGETHER IN SAFEGUARDING? What good practice could you share?

We have recruited two more DRAMT members to comply with the IGI recommendation that we should have a health care worker. One is a retired GP. The other is a GP in current practice. Our teams work really well together and this is a standard that we are very good at.

Standard 7: Training and support for all involved in Safeguarding

Effective training must ensure that those involved in the work of Safeguarding are at the forefront in the Church in reducing and managing risk and in creating safe environments for children, vulnerable adults and those who engage with them as volunteers or paid workers. There is a basic level of expertise that all Safeguarding personnel must acquire and then, for specific roles, a deepening and particular expertise will be required. All of this must be part of the process of continuing professional development that must be undertaken by those involved in the work of Safeguarding in the Church. (IGI 7.1.1)

7.1 Please enter details of all SAFEGUARDING TRAINERS who have been deployed in the past year to provide Safeguarding training within your Diocese.

	First name	Surname	Title of most recent Training course undertaken	Date	No. of training sessions delivered last year	Courses delivered	Most recent Appraisal date	Appraiser	
1			Training for trainers 'In Gc	7/5/2018	12	Induction part	2017	DSA	
2	Names redacted			ditto	19/5/2018	8	Induction part	2017	DSA
3			ditto	7/5/2018	1	Induction part			
4									
5									
6									
7									
8									
9									
10									

7.1a If space for more than 10 names is required, please upload a file with details of all SAFEGUARDING TRAINERS who have been deployed in the past year to provide Safeguarding training within your Diocese.

Upload a File

Filename should contain
"Trainers"

7.2 Please provide details of Safeguarding training sessions offered for CLERGY within your Diocese in the past year.

	Date	Topic	Trainer	Nos. attended
1	11 May 2018	In God's Image	Names redacted	28
2	14 February 2019	In God's Image		2
3				
4				
5				
6				
7				
8				
9				
10				

7.3 How many PRIESTS did NOT attend Safeguarding training in the past year?

0

7.4 How many PERMANENT DEACONS did NOT attend Safeguarding training in the past year?

2

7.5 How many SEMINARIANS did NOT attend Safeguarding training in the past year?

0

7.6 How many men in formation for the PERMANENT DIACONATE did NOT attend Safeguarding training in the past year?

0

7.7 What was the date of the most recent Safeguarding training session attended by the BISHOP?

11-05-2018



dd-mm-yyyy

7.8a How many NEW Parish Safeguarding Co-ordinators (PSCs) were appointed in the past year?

5

7.8b How many of these NEW PSCs participated in a Safeguarding training session for this specific role in the past year?

0

7.9a How many EXISTING PSCs attended Safeguarding training sessions in the past year?

30

7.9b How many EXISTING PSCs attended Safeguarding training sessions on the use of 'In God's Image' in the past year?

30

7.9c How many EXISTING PSCs did NOT attend Safeguarding training sessions in the past year?

8

7.10a How many Parish VOLUNTEERS participated in Safeguarding training in the past year?

758

7.10b How many Parish VOLUNTEERS DID NOT PARTICIPATE in Safeguarding training in the past year?

84

7.11 Please indicate who is responsible for maintaining Records of Safeguarding Training for the following:

	Category	Person responsible
1	Bishop	Safeguarding Administrator
2	Clergy	Safeguarding Administrator
3	DSA	DSA
4	DSAG members	Safeguarding Administrator
5	DRAMT members	Safeguarding Administrator
6	Diocesan Trainers	National Office
7	PSCs	Safeguarding Administra
8	Parish Volunteers	Safeguarding Administrator
9	Seminarians	National Office
10	Permanent Deacons in form	Vicar General
11	Religious in Diocesan Minis	Vicar General

7.12 Please indicate below how the Diocese analyses and plans to address the Safeguarding TRAINING NEEDS of those listed in 7.11.

So far we have been responding to prompts from the National Office necessitated by the change in the safeguarding manual and procedures and new courses developed by the National Safeguarding Co-ordinator for specific categories of people (e.g. parish safeguarding co-ordinators, volunteers, clergy). As these are followed by evaluations we have felt that training needs were generally being met. However, this may be a matter for discussion at our DSAG going forward.

7.13 Please comment on any particular challenges that you have faced in providing appropriate training for CLERGY. (Please include suggestions for particular training topics.)

7.14 Please comment on any particular challenges that you have faced in providing appropriate training for PSCs or Parish Volunteers. (Please include suggestions for particular training topics.)

We run regular networking events for PSCs two or three times a year and offer (lunch and) training or discussion on topics they have indicated would be helpful (such as dealing with safety agreements for registered sex offenders). We recently held two sessions to discuss the new parish audits. The difficulty arises when PSCs change because it's difficult to run courses for small numbers. We do sometimes arrange for them to attend training in Glasgow.

7.15 Please provide details of any actions taken by the Diocese to deal with clergy, employees or volunteers who have NOT participated in Safeguarding training as required.

The Bishop took the decision last year, on the recommendation of the DSAG that anyone who refused or deliberately failed to do the up-to-date training would be asked to step down. All employees and clergy have co-operated with training.

7.16 How do you rate your Safeguarding Practice for STANDARD 7?

1 2 3 4 5

Weak ☐ ☐ ☐ ☒ ☐ Very good

7.17 What steps do you need to take to improve Diocesan practice in providing TRAINING AND SUPPORT FOR ALL INVOLVED IN SAFEGUARDING? What good practice could you share?

Appraisal of trainers;

Train our new PSCs as a matter of urgency.

Social media training arranged for all clergy in May 2019 with NSC

Standard 8: Quality Assurance in Safeguarding

We deploy effective planning processes to monitor, review, self-evaluate and report on our Safeguarding practices and compliance within these Safeguarding standards. (IGI 8)

8.1 On your Diocesan website, is there a visible "Safeguarding" tab/link on the Home page?

☒ YES

☐ NO

8.2 Have you updated your Diocesan website to remove all references to "Awareness and Safety in our Catholic Communities"?

☒ YES

☐ NO

8.3 Have you updated your Diocesan website to provide working links to 'In God's Image' and other relevant Safeguarding advice and materials on the websites of the Bishops' Conference of Scotland and the Scottish Catholic Safeguarding Service (SCSS)?

☒ YES

☐ NO

8.4 Does your Diocesan website provide contact details for the Scottish Catholic Safeguarding Service (SCSS)?

☒ YES

☐ NO

8.5 On what date did the Bishop last communicate with the Diocese on some aspect of Safeguarding?

07/10/2018



dd/mm/yyyy

8.6 How many parishes did NOT submit a completed Parish Audit for this year?

0

8.7 Please provide details of any actions taken to address any NIL or incomplete returns by Parishes.

Not applicable

8.8a Has the Diocese drafted a Safeguarding Action Plan that addresses area to improve in your Safeguarding practice?

☐ YES

☒ NO

8.8b How regularly is progress in overtaking the Parish Safeguarding Action Plan reviewed?

8.9 If you have a Safeguarding Action Plan, please upload a copy.

Upload a File

Filename should contain "Plan"

8.10 How do you rate your Safeguarding Practice for STANDARD 8?

1 2 3 4 5

Weak ☐ ☐ ☐ ☒ ☐ Very good

8.11 What steps do you need to take to improve Diocesan practice in QUALITY ASSURANCE? What good practice could you share?

We will prepare a safeguarding action plan for next year.

We always use the audit as a tool for improvement.

We have sent out lists of volunteers to the PSCs for the parish audits this year, which they prefer. However there is a slight concern that this may result in less information. Last year we asked them to list their volunteers engaged in regulated work for us and we then worked hard to follow up on discrepancies.