

## Diocesan Safeguarding Audit 2019

**DIOCESE**

Diocese of Paisley

**Bishop's Name**

Bishop John Keenan

**Has the Bishop seen and authorised this completed Audit?**

YES

**Name of VG or VE for Safeguarding**

Mgr Joseph Burke

**Name of Diocesan Safeguarding Adviser**

**DSA Email address**

safeguardingadvisor@rcdop.org.uk

**This audit form is being submitted by**

**Role in Diocese**

DSA

**GDPR Note:**

Names and identifying details have been redacted.

Numbers lower than 5 redacted where these could lead to individuals being identified.

## 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)

### 1.1 Details of PARISHES & Parish Safeguarding Co-ordinators

Total No. Parishes	No. Parishes with own PSC	No. Parishes with shared PSC	No. Parishes with NO PSC
32	32	0	0

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

DSA speaks to Parish Priest and asks him to recruit a suitable PSC

### 1.4 Please LIST any DIOCESAN premises that were used for activities involving children or vulnerable groups and indicate if the Church's Safeguarding poster is prominently displayed.

	Name of premises	Address of Premises	Type	Poster?
1	Diocesan Centre	Incle Street Paisley PA1 1HR	Offices	Yes

### 1.5 When Diocesan premises were used by non-Diocesan groups, were appropriate Safeguarding policies followed by each group? (IGI 1.1)

ALL

### 1.6 Was an annual Safeguarding Risk Assessment carried out by all groups working with children or vulnerable adults on your premises? (IGI 1.2)

N/A

### 1.7 Sex Offender Contracts across the Diocese

Total number	New contracts in 2019	How often reviewed?	Reviewed by?	Other agencies?
Number lower than 5		annually	DRAMT	OMU

### 1.8 Since last year's Audit, what IMPROVEMENTS HAVE YOU MADE in your practice in relation to 'Creating and maintaining safe Church environments'?

#### IMPROVEMENTS MADE

- 1 Draft Diocesan Protocol on managing registered sex offenders who attend Mass
- 2 Draft Diocesan protocol on blemished PVGs
- 3 Consultations with PSCs regarding any issues with Standard 1 and feeding this back to Michael

### 1.9 What GOOD PRACTICE can you identify in relation to Diocesan practice in 'Creating and maintaining safe Church environments'?

#### EXAMPLES OF OUR GOOD PRACTICE

- 1 Offered to share diocesan protocols if of interest to other dioceses

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

The provision of safe environments is an essential requirement for all Church activities that involve children and vulnerable groups. (IGI 2.1.1)

### 2.1 Have all Diocesan EMPLOYEES been informed of the Safeguarding Code of Conduct?

All

### 2.2 Diocesan EMPLOYEES involved in regulated activities

Total number	No PVGs	Reasons for any discrepancy between these numbers
3	3	No discrepancy

### 2.3 For each DIOCESAN EMPLOYEE do you hold records showing these details (final 3 refer to most recent Safeguarding training)?

	Name	Post	PVG number	PVG date	Date	Location	Course Title
ALL	✓	✓	✓	✓	✓	✓	✓

### 2.4 VOLUNTEERS involved in regulated activities across the Diocese

Total number	Number with PVGs	Number of Letters of Approval issued to new Volunteers in 2019
819	839	228 (but information held includes updates)

### 2.5 For each VOLUNTEER do you hold records showing these details (final 3 refer to most recent Safeguarding training)?

	Name	Post	PVG number	PVG date	Date	Location	Course Title
ALL	✓	✓	✓	✓	✓	✓	✓

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

Induction training of new PSCs includes explaining that they must ensure volunteers do not start work in their posts until their approval letter comes through.  
PSC guidance and toolkit also makes this point.



**2.7 How many PERMANENT DEACONS were living in the Diocese in the past year?**

in active ministry?	with PVG membership?	total number retired?
7	8	1

**2.8 How many SECULAR PRIESTS were living in the Diocese in the past year?**

in active ministry?	with PVG membership?	total number retired?	retired but in active ministry?
27	29	10	2

**2.9 How many RELIGIOUS PRIESTS were living in the Diocese in the past year?**

in active ministry in Diocese?	with PVG membership?
1	1

**2.10 Have the CLERGY in the Diocese been informed of the Safeguarding Code of Conduct?**

All

**2.11 For CLERGY in the Diocese do you hold records showing these details (final 3 refer to most recent Safeguarding training)?**

	Priests	Permanent Deacons	Transient Deacons
Name	✓	✓	✓
Parish	✓	✓	✓
PVG number	✓	✓	✓
PVG date	✓	✓	✓
Training Course date	✓	✓	
Course title	✓	✓	
Course location	✓	✓	

**2.12 For SEMINARIANS in the Diocese do you hold records showing these details?**

Name	Parishes visited	Visit date	PVG number	PVG date	Training Course date	Course title	Course location
✓	✓	✓	✓	✓	✓	✓	✓

**2.13 For those in the PROPAEDEUTIC YEAR do you hold records showing these details?**

Name	Parishes visited	Parish visit dates	PVG number	PVG date
✓	✓	✓	✓	✓

**2.14 For VISITING CLERGY in the Diocese do you hold records showing these details (final 3 refer to most recent Safeguarding training)?**

Total No. supplying ministry	for less than 2 weeks	for more than 2 weeks	Provided a 'celebret' or testimonial	were briefed on Safeguarding Code of Conduct	participated in Safeguarding Training during stay
4	0	4	4	4	4

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

None. Our trainers are happy to train them. They attend clergy safeguarding training and Fr Joe Burke inducts them.

**2.17 What GOOD PRACTICE can you identify in relation to Diocesan practice in 'Vetting the appointment of clergy, religious, lay employees and volunteers'?**

- 1 Vetting of clergy is centralised with Fr Joe who oversees all clergy coming into the Diocese
- 2 Vetting of volunteers is centralised with Safeguarding Administrator for increased overview
- 3 Regular training of PSCs in safe recruitment
- 4 Safe recruitment guidance note, packs and toolkits provided to all PSCs by DSA

### Standard 3: Responding to Allegations

We follow established protocols for dealing with disclosure of Safeguarding allegations. (IGI 3.1)

#### 3.1 Numbers of allegations received by the Diocese last year and how these were recorded and referred

	Children	Vulnerable adults
Total No.	Number lower than 5	
Allegation Recording forms		
Referred to authorities		
Referred to Bishop		
Referred to DSA		
Referred to DRAMT		

#### 3.2 Actions resulting from allegations received last year (number of allegations)

authorities still investigating	1
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#### 3.3 Outcomes of investigations (enter numbers below)

Clerics placed on restricted ministry	
Clerics dismissed from clerical state	
Volunteers removed from post	
Employees suspended	
Employees dismissed	
Alleged abusers now deceased	
process ongoing	

**3.5 Since last year's Audit, what IMPROVEMENTS HAVE YOU MADE in your practice in relation to 'Responding to allegations'?**

- 1 Full review of all diocesan safeguarding records held
- 2 Up to date summary and overview prepared and analysed by DRAMT and Bishop
- 3 Protocol drafted re handling allegations

**3.6 What GOOD PRACTICE can you identify in relation to Diocesan practice in 'Responding to allegations'?**

- 1 GDPR Notice for those coming forward explaining mandatory reporting policy and how data stored
  - 2 Written protocol for handling allegations
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#### Standard 4: Providing care and support to survivors

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

Number lower than 5

##### 4.1 Number of survivors who made themselves known to Diocese last year and responses

total no. survivors	12
referred to DSA	12
DSA offered meeting	12
advised that survivor could report to Police	12
advised that there would be an investigation	12
DSA agreed key points with survivor	12

##### 4.2 Number of cases last year which:

were emergencies requiring immediate intervention of statutory authorities	1
required DSA to ensure immediate safety of victim	1
were allegations of historical abuse	13
were allegations of abuse ongoing at that time	2
were disclosed by survivors	10
were reported by others	12

##### 4.3 In how many cases were the following forms of support offered to those who disclosed abuse last year?

meeting with DSA	12
meeting with Bishop	12
opportunity to speak to someone with experience of a relative disclosing abuse	10
opportunity to speak with a priest who is experienced in listening to survivors' families	12

**4.4 In how many cases were the following forms of support offered to those who disclosed abuse last year?**

information about external support agencies	
referral to Raphael Counselling Service	
support from another Counselling service	

**4.5 In how many cases was support offered to the family of a survivor?**

**4.6 What information/advice for survivors of abuse is provided on the Diocesan website?**

details about who to contact	
descriptions of available support services	
details of external agencies offering support	
description of Church procedure when allegation is disclosed	
Church's mandatory reporting policy	
advice to report directly to the Police	
statement of apology for any abuse carried out by Church personnel	

**4.7 Since last year's Audit, what IMPROVEMENTS HAVE YOU MADE in your practice in relation to 'Providing care and support to survivors'?**

- 1 Arranged presentation by [Alannah](#) of Grief to Grace
- 2 Proposed and liaised with CSAS re National Survivor Advisory Panel

**4.8 What GOOD PRACTICE can you identify in relation to Diocesan practice in 'Providing care and support to survivors'?**

- 1 GDPR Notice given to those coming forward explaining mandatory reporting policy and how data stored

## Standard 5: Managing and providing care for those accused of abuse

The Bishop has an important duty of care for the accused. (IGI 5.1.2)

### 5.1 In the past year, when allegations of abuse were made against CLERGY:

total number?

Number lower than 5

how many were invited to meet the Bishop?

how many accepted the offer of a Support priest/layperson?

accepted offer of support from an external agency

### 5.2 In the past year, when allegations of abuse were made against EMPLOYEES:

total number?

### 5.3 In the past year, when allegations of abuse were made against VOLUNTEERS:

total number?

### 5.4 In the past year, when allegations of abuse were made against RELIGIOUS working in the Diocese:

how many allegations were processed by the Diocese?

### 5.5 In HOW MANY of the allegations received in the past year, did the Bishop instigate procedures to monitor:

the well-being of the accused?

restriction on contact with the parish

alternative accommodation

arrangements for spiritual direction

other support



**5.7 Since last year's Audit, what IMPROVEMENTS HAVE YOU MADE in your practice in relation to 'Providing care and support to survivors'?**

- 1** Action on Diocesan Safeguarding Action Plan for a protocol re this

**5.6 In how many cases of allegations against a member of the CLERGY:**

did the Bishop (or delegate) inform the parish speedily of the process?

did the Bishop provide guidance, support and training to the support priest / layperson?

did the Bishop offer support to the Parish Administrator?

**5.7 Since last year's Audit, what IMPROVEMENTS HAVE YOU MADE in your practice in relation to 'Providing care and support to survivors'?**

- 1** Action on Diocesan Safeguarding Action Plan for a protocol re this



## Standard 6: Working Together in Safeguarding

The Bishop is ultimately responsible for the Safeguarding arrangements within his Diocese. (IGI 6.1)

### 6.1 Please list the names of all who have acted as members of the Diocesan Safeguarding Advisory Group (DSAG) in the last year.

1	Names redacted	criminal justice social worker
2		VG for safeguarding
3		Clergy representative
4		Youth
5		
6		SSVP
7		SSVP
8		SPRED
9		Lourdes Pilgrimage
10		Retired Police officer
11		Trainer and retired head teacher
12		PSC
13		
14		National Safeguarding Co-ordinator

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

1	19 February 2019
2	21 May 2019
3	27 August 2019
4	26 November 2019

**6.3 Please list the names of all who were members of the DRAMT last year.**

1	Names redacted	criminal justice social worker
2		VG for safeguarding and canon lawyer
3		Safeguarding trainer and retired head teacher
4		trainer and teacher
5		Retired GP
6		Retired police officer
7		GP
8		DSA and lawyer

**6.4 On how many occasions in the past year did the DRAMT meet?** 5

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

YES

**6.7 Since last year's Audit, what IMPROVEMENTS HAVE YOU MADE in your practice in relation to 'Working together in Safeguarding'?**

- 1 Better use of the Code of Conduct in training

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

Friday, May 17, 2019

### 7.2 Please enter details of all SAFEGUARDING TRAINERS you have deployed in the last year.

Full Name	No. sessions	Which courses?	Appraisal date	Appraiser
Names redacted	10	part one		
	6	part one		
	3	part one		
	11	part two		
	6	part two		
	5	part two		

### 7.3 Please provide details of Safeguarding training sessions offered for CLERGY within your Diocese in the last year.

Date	Course Title/Topic(s)	Trainer's Name	Nos.	Evaluation ?
17/05/2019	safeguarding and social media		31	Yes
04/11/2019	safeguarding and social media	Sancta Familia	9	Yes

#### 7.4 Please enter details of ATTENDANCE at Safeguarding Training courses last year.

	Total No.	Number who DID participate	Number who DID NOT participate	What actions were taken to address non-attendance at Safeguarding Training?
Priests	27	27	0	Bishop emailed individual priests
Deacons	7	7	0	
Seminarians	4	4	0	
Propaedeutic	1	1	0	
New PSCs	5	5	0	
Existing PSCs	40	32	8	offered 1:1 with trainers
Volunteers	819	605	214	

#### 7.5 Who is responsible for maintaining TRAINING RECORDS for the following?

	DSA	Administrator	Other (details?)	Don't know
Bishop		✓		
Clergy		✓		
DSA	✓			
DSAG Members		✓		
Diocesan Trainers		✓		
PSCs		✓		
Volunteers		✓		
Seminarians		✓		
Permanent Deacons		✓		
Religious in Parish Ministry		✓		



**7.6 How would you rate familiarity with the 'In God's Image' standards and protocols among the following?**

	Very good	Good	Fair	Poor	Unknown
Bishop	✓				
Priests	✓				
Deacons					
Seminarians					
Propaedeutic					
PSCs	✓				
Volunteers					

**7.7 What actions are required to address issues arising from your evaluation in 7.6?**

by the Diocese	by the National Office	by Bishops' Conference
ensure all PSCs receive training this year		

**7.9 Since last year's Audit, what IMPROVEMENTS HAVE YOU MADE in your practice in relation to 'Training and support for all working in Safeguarding'?**

- 1 training courses advertised on website, facebook and bulletins
- 2 PSCs made aware to prompt volunteers to sign up for training
- 3 When administrator receives new PVG applications she phones volunteer and offers to register them for upcoming training course

**7.10 What GOOD PRACTICE can you identify in relation to Diocesan practice in 'Training and support for all working in Safeguarding'?**

- 1 regularity of training courses and flexibility of trainers
- 2 proactive registration
- 3 good regular advertising
- 4 Bishop and VG proactive about safeguarding training and promote via ad clerum

## Standard 8: Quality Assurance

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

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

YES

**8.2 Have you updated your Diocesan website to provide working links to 'In God's Image' and other relevant materials provided on the website of Scottish Catholic Safeguarding Service?**

YES

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

YES

**8.4 On what date did the Bishop last communicate with all parishes in the Diocese on some aspect of Safeguarding?**

Sunday, January 12, 2020

**8.5 How many parishes did NOT submit a completed Parish Audit on time this year?**

0

**8.7 The Diocesan Safeguarding Action Plan is due to be submitted by the end of March. How regularly will you review your progress in addressing your Action Plan?**

4 times per year

**8.8 Since last year's Audit, what IMPROVEMENTS HAVE YOU MADE in your practice in relation to 'Quality Assurance in Safeguarding'?**

- 1 use of audit to identify and correct weaknesses
- 2 preparing safeguarding action plan and reviewing at DSAG meetings

**8.9 What GOOD PRACTICE can you identify in relation to Diocesan practice in 'Quality Assurance in Safeguarding'?**

- 1 Proactive use of Diocesan Safeguarding Action Plan