



# Durham Diocese Board of Finance SAFEGUARDING ADVISORY PANEL TERMS OF REFERENCE

The Diocese of Durham Safeguarding Advisory Panel (DSAP) is a scrutiny and advisory panel which reports to Bishop's Council. It comprises Diocesan trustees and officers, independent members and an independent chair who will work together to ensure the effective implementation of safeguarding policies and procedures within the Diocese of Durham. The overarching purpose of DSAP is to ensure that the Bishop of Durham, her/his senior staff, victims & and survivors of abuse and the wider Church community can be confident that safeguarding practice, conduct and culture within the Diocese is as safe as possible.

## Purpose

1. To provide a source of independent advice and expertise on safeguarding policies, procedures and practices to the Bishop and other senior clergy and officials.
2. To scrutinise, review and challenge safeguarding strategies and practice within the Diocese and in parishes and Bishop's Mission Orders and receive reports from the safeguarding team and an annual programme of independent audits of practice/case work.
3. To receive and review an annual work programme for the Diocese based on its safeguarding role and functions and responses to guidance, policy and procedures issued by the National Safeguarding Team (NST).
4. To ensure that the voice and lived experience of survivors of abuse is central to the culture and safeguarding practice within the Diocese.
5. To review and scrutinise the rigour of the Church's responses to safeguarding concerns about church officers including proper reference to and liaison with statutory authorities.
6. To advise on appropriate measures for overseeing and monitoring the welfare of children and vulnerable adults from known and alleged offenders and others who might be a risk to them.
7. To consider and apply learning derived from lessons learnt reviews and advise on a Diocesan response to changes to national policy.
8. To monitor Diocesan compliance relating to safer recruitment and people management, DBS Disclosures and safeguarding training and advise accordingly.
9. To monitor the effectiveness of safeguarding arrangements between the Diocese and Church of England bodies that operate and/or are governed outside of the parish system e.g., the Cathedral, Religious Communities, Theological Educational Institutions, Chaplaincies and advise on any necessary action.

10. To ensure that there are effective partnership arrangements between the Diocese, other Church of England entities and statutory agencies which are consistent with national safeguarding guidance.

11. To consider the level of resource needed to support adequate safeguarding provision and to assess the adequacy of resourcing made available through the annual safeguarding budget.

12. To review regularly the whistleblowing and complaints procedures relating to safeguarding matters and advise on any issues which appear to require attention. To review all safeguarding matters which are required to be reported to the Charities Commission via a Serious Incident Report.

13. To consider relevant matters referred by the Bishop, senior officials and the Diocesan Safeguarding Officer including advising on Diocesan responses to safeguarding consultations from the Government, the National Church and other relevant bodies.

14. To advise the Bishop on any circumstances where the Diocese proposes to depart materially from the House of Bishops' safeguarding policies and to consider any material departures which have occurred.

15. To advise the National Safeguarding Team if the DSAP does not consider that a safeguarding matter is being dealt with properly within the Diocese.

16. To consider data-sharing and record sharing arrangements relating to safeguarding matters.

## Principles

- to work in partnership across the Diocese with statutory and voluntary organisations
- to be open and transparent in panel communication and reports tabled
- to respect confidentiality except where to do so could potentially cause harm or where to do so would compromise the protection of children and vulnerable adults
- to participate in training/development sessions as required to facilitate joint working and ensure Panel members have up to date knowledge about the work of the Panel

# Membership

## **Independent members**

Independent Chair

Victim/Survivor Representative

Police Representative

Local Authority Representative

Voluntary Sector Representative

Probation Representative

## **Diocesan Members**

Bishop's Leadership Team Lead for Safeguarding (Archdeacon)

Diocesan Secretary

Diocesan Safeguarding Adviser

Adviser in Pastoral Care, Counselling and Clergy Wellbeing

Legal Advisor to the Diocese

Head of Programme Delivery for Diocesan Transformation

Durham Cathedral Representative

Diocesan Board of Education Representative

Parish Representative

(Note that the National Guidance requires 3 – 8 representatives with at least 3 from police, probation and social care).

# Practicalities

- Panel to meet quarterly for two hours at Cuthbert House, Stonebridge, Durham
- In order to be quorate at least two independent representatives need to be present
- Additional meetings to be convened as required
- Agenda to be produced in consultation with Chair, Diocesan Safeguarding Adviser
- Terms of Reference to be reviewed annually
- Diocesan Safeguarding Adviser to produce report for each meeting
- Diocesan Secretary to provide an annual report regarding the budget for safeguarding activity along with underlying assumptions
- Minutes of meeting with key actions and responsibilities noted
- Committee to be clerked and serviced by the Safeguarding Support Officer

# Governance & Reporting

The Panel is mandated by the Bishop of Durham and works on her/his behalf. It is an independently chaired sub-committee to the Durham Diocesan Board of Finance which is the trustee body of the Diocese of Durham.

Independent Chair to meet with the Bishop of Durham at least annually and to meet with the Bishop's Leadership Team at least annually.

A report on safeguarding matters will be presented to the Bishop's Council by the Chair annually.

A report on safeguarding matters will be presented to Diocesan Synod at least annually.

# Inter-Agency Safeguarding Arrangements

The Panel will work within local inter-agency safeguarding arrangements, including those relating to the sharing of information, established by key regional partners and stakeholders including:

- the Safeguarding Children Partnerships in the Local Authorities located within the Diocese
- the Safeguarding Adults partnerships in the Local Authorities located within the Diocese