

Safeguarding Action Plan For Chester Cathedral: 2021-2023

Introduction

This document should be read in conjunction with the Chester Cathedral – Safeguarding Strategy 2021.

This Action Plan takes each Safeguarding Strategic Objective and breaks down every activity required to achieve each objective. It identifies named people responsible for and involved in carrying out each activity. It contains defined timescales over which each activity should be achieved. It also contains an update regarding progress against each required activity. The intention is to use this Action Plan as the key work planning document for the Cathedral Safeguarding Officer working in conjunction with the Cathedral Safeguarding Advisory Group (CSAG) and with the Cathedral Chapter. An updated version of it will be taken to each meeting of the CSAG. It can also be used as a source of reference at a number of other key Cathedral meetings and forums. It will be the responsibility of the Cathedral Safeguarding Officer to maintain and update the Action Plan.

Strategic Objective 1: Governance and Leadership

Strategic Objective 2: Policy and Practice Guidance

Strategic Objective 3: Training: Provide Safeguarding Learning and Development at all levels of the Cathedral organization.

Strategic Objective 4: Communications and Access to Safeguarding information for all.

Strategic Objective 5: Safer Recruitment.

Strategic Objective 6: Casework and working with those who pose risk in worship – in association with the Diocese of Chester

Strategic Objective 7: Engaging with Survivors – in line with the Diocese of Chester

Strategic Objective 8: Quality Assurance and Audit.

Strategic Objective 9: Work in Partnership with Statutory Agencies and other Organisations and Charities to assist in tackling ALL emerging safeguarding issues – in line with the Diocese/Cathedral MoU and the House of Bishops Policy 2017.

Strategic Objective 1: Governance and Leadership.

The Cathedral will develop a Healthy, Nurturing Culture through maintenance of an efficient and effective governance structure to support the delivery of safeguarding activity. The governance structure will ensure that:

- there is the correct level of senior leadership and oversight of safeguarding activity;
- there is an appropriate level of engagement with independent and statutory bodies and that there are sufficient levels of resource in place to carry out the activity required.
- Governance of safeguarding sits between Chapter and CSAG. Chapter is ultimately responsible for safeguarding but does not see any detail of individual safeguarding cases. CSAG is responsible for the Quality Assurance and monitoring of (anonymised) safeguarding cases.

Chapter receives a safeguarding report every meeting (bi-monthly) from the CSO and a SCIE audit report every three years. It has also recently received the Review of safeguarding arrangements across the Diocese and Cathedral.

IA Maintain an efficient and effective Governance structure within the Cathedral Chapter and Cathedral Safeguarding Advisory Group (CSAG), to support the delivery of safeguarding activity.

Action required	By whom	Timescale	Progress
1. Complete National Safeguarding Team's Annual Audit	Dean / CSO in association with the Diocese	As/when required	
2. Submit Audit Documents to Chapter and Cathedral Safeguarding Advisory Group for Quality Assurance Process	Dean/CSO	As/when required – Chapter - Bi-monthly CSAG – Quarterly CSAG Quality Assurance Group – anonymized casefiles quarterly Bishop's Staff - Annually	
3. Meet regularly with Cathedral Safeguarding Lead (Dean).	CSO	CSO to meet with the Dean daily in work routine CSO to meet with the Dean monthly for a formal catch up.	Daily when in work Monthly meetings are diarized.

4. Report on Safeguarding activity to the Cathedral Chapter as a standing agenda item	CSO	Every Chapter meeting, ongoing – bi-monthly	CSO attends all Chapter meetings and routinely reports on safeguarding matters arising in the Cathedral
5. Report on Safeguarding activity to the Cathedral Safeguarding Advisory Group as a standing agenda item	CSO	Every CSAG meeting - quarterly	CSO attends all CSO meetings and routinely reports on safeguarding matters arising in the Cathedral
IB Maintain Safeguarding oversight at a Senior Leadership level within the Cathedral through the Cathedral Safeguarding Advisory Group - CSAG (which includes external scrutiny) and the Cathedral Chapter operating in line with the Diocesan/Cathedral MoU			
Action required	By whom	Timescale	Progress
1. Deliver monthly safeguarding briefing to Bishop.	Dean	Bishop's staff meeting – as required	In regular operation
2. Ensure Safeguarding Information is discussed where relevant at Bishop's Staff meetings	Dean	Bishop's staff meeting – as required	In regular operation
3. Quarterly meetings for CSAG are held. and minuted 4. An annual schedule for agenda items will be developed with appropriate timings to allow for synchronisation with Chapter meetings. The	Meetings include Independent Chair, Dean CSO member of CWAC Adult Services, member of NSPCC Independent Safeguarding/NHS practitioner Retired Police/NHS consultant Cathedral Volunteer Coordinator	Quarterly – usually January April July October	In regular operation

risk register should be reviewed annually within this.	Director of Music Education Officer		
5. Quarterly meetings (or more frequent if required) are held between the Independent Chair of CSAG, the Dean and the CSO	Independent Chair of CSAG Dean CSO	Quarterly – usually January April July October And more frequently if required	In regular operation
6. Quarterly meetings are held for the Quality Assurance CSAG sub-group to scrutinize casework	Independent Chair of CSAG Independent Safeguarding/NHS practitioner Retired Police/NHS consultant	Termly – usually January May/June October	Two meetings held so far
7. Independent Clinical supervision for CSO	Clinical Supervisor and Cathedral Safeguarding Officer	Quarterly – usually January April July October	Due to begin July 2021
8. CSAG will have oversight of how safeguarding is developing within the cathedral organisation. Eg. It will take account of numbers of complaints; where/how safeguarding is changing and noting trends;	Nominated member of CSAG	Quarterly	January 2022 QA sub group of CSAG have regular, quarterly (anonymised) casework Quality Assurance meetings with CSO CSAG receives bi-monthly safeguarding reports (including numbers of cases/complaints etc.) that CSO provides to Chapter.

IC Ensure that there is adequate resource in place to achieve Safeguarding activity (including the provision of clinical supervision for the Cathedral Safeguarding Officer). Once Chapter has agreed the Cathedral budget it is CSAG's responsibility to scrutinise it for adequate and appropriate provision for Safeguarding requirements.

Action required	By whom	Timescale	Progress
1. Ensure that there is a CSO in post. Keep under review contracted hours.	Dean/Chapter/CSAG/Chief Executive officer	Since January 2019 - ongoing	A CSO is in a 0.6 permanent post (3 days per week) at Chester Cathedral
2. Ensure that there is an adequate Budget to support activity.	Dean/Chapter/CSAG/Chief Executive officer	Annual budget provision – to cover fees for Clinical supervision CSO training as required Incidental expenditure	CRF covering initial costs of clinical supervision
3. Ensure annual Budget and Resource monitoring and review takes place at the CSAG.	Dean/Chapter/CSAG/Chief Executive officer	Annually – to be added to Summer agenda – in time to coincide with budget setting in the Autumn.	Agreed that CSO will submit an annual bid to cover publicity, hospitality, continuous professional development and clinical supervision
4. Review Admin support to DBS process.	Dean/Chapter/CSAG/Chief Executive officer	Annually – to be added to January(?) agenda	Add to budget request when required

Strategic Objective 2: Policy and Practice Guidance.

Ensure that all National Safeguarding Policy and Practice Guidance is formally adopted and implemented within the Cathedral.

All Cathedral policy and practice guidance is based on and adapted from National Safeguarding Policy and Practice Guidance. It is produced after extensive consultation within the Cathedral community. All policy and practice guidance is set within a revolving timetable of review by the Cathedral Leadership Team which helps to ensure that they are fully up to date and current according to guidance from the National Safeguarding Team as well

as legislation and developments outside the church. The Cathedral needs to ensure it adopts, implements and carries out all of its safeguarding activities in accordance with the National House of Bishops Policy and Practice Guidance.

Action required	By whom	Timescale	Progress
1. Review of all National Safeguarding Policy and Practice Guidance as it arises – in line with the NST schedule of policy review	CSO Overview provided by S. Cross through scrutiny of NST newsletters	November / May annually	A continual review is ongoing
2. Adapt national guidance for implementation within a cathedral context	CSO Overseen by CSAG/Chapter	November/December annually May/June annually	A continual review is ongoing
3. Implement all Cathedral Policy and Practice Guidance.	CSO – overseen by CSAG and Dean & Chapter	April 2021 and Ongoing	Chester Cathedral Safeguarding Handbook has been developed to accompany the National policy statement which has been adopted by Chester Cathedral.
4. Ensure there is open access to all Cathedral Policy and Practice Guidance including its availability on the Cathedral Website and hardcopy format.	CSO / Communications manager (website administrator)	April 2021 and Ongoing	Links to National policy and practice documents and cathedral policy are available on the cathedral website. All department managers and volunteer team leaders have been given a hard copy of “Promoting a safer church” Hard copy booklets “Promoting a safer church” are available for all to pick up in admissions.

			Hard or electronic copies are available on request.
5. Produce and publish explanatory information to assist with understanding Cathedral Policy and practice guidance	CSO	April 2021	The Cathedral Safeguarding Handbook is ready and available to be shared widely with staff and cathedral teams.
6. Produce and publish a credit card sized reminder of key safeguarding points for all cathedral stakeholders	CSO	July 2021	A prototype has been developed And has been printed and distributed
<p>Strategic Objective 3: Training: Provide Safeguarding Learning and Development at all levels of the Cathedral organisation adhering strictly to the National Learning and Development Practice Guidance and using the nationally produced Training Modules. The Cathedral Safeguarding Officer will be responsible for the organisation and delivery of all Safeguarding training delivered in the Cathedral as well as facilitating safeguarding online learning.</p>			

3A Deliver Safeguarding Awareness / Foundation training for lay people – C0 / C1 - CSO 3B Deliver Leadership training for lay people – C2 – CSO 3C Deliver Leadership training for licensed and ordained people – C2 – DSA 3D Deliver advanced /specialist training to licensed clergy and relevant lay people – C4 and S Modules – External specialist input			
Action required	By whom	Timescale	Progress
1. Develop a Strategic Training Development Plan	CSO	Update from January 2022 based on new Training Development Plan	A Strategic Training Development Plan for volunteers and employed staff 2021 -2023 has been devised and has been approved by CSAG and Chapter.
2. Develop a rolling programme of ongoing safeguarding training	CSO	Update from January 2022 based on new Training Development Plan	
3. Keep accurate records of those attending.	CSO	Continuous	A spreadsheet recording safeguarding training attendance and dates for refresher courses is developed and updated on a regular basis.
4. CSO to attend relevant training briefings by National Safeguarding Team.	CSO	As required by NST – following their timescales	
5. CSO follows a personal programme of safeguarding training	CSO – in line with provision of training by NST		20th March 2019: SCIE - training for newly appointed Designated Safeguarding Leads – Vulnerable Adults C0 – Basic Awareness – refreshed May 2021

			C1- Foundations – refreshed May 2021 C2 – delivering virtual Leadership module Feb 2021 C2 – completed Leadership as a Participant June 2021 C4 – Imminent June/July 2021
3D Ensure that the relevant Cathedral Senior Leaders attend and engage in Safeguarding Senior Leadership Training			
Action required	By whom	Timescale	Progress
1. Ensure all Cathedral senior Leaders have attended this training.	Cathedral Clergy are managed by the Diocese and as such will have a Safeguarding training plan already in place. (DSA) DSA / Church House C2 Leadership Module – delivered to non-clergy senior leaders by CSO	Renew every three years – next due 2024 February '21 onwards	Cathedral clergy and other senior staff completed C4 training in 2018. Due to update in 2021. A rolling programme of C2 delivery has begun.
2. Senior Leader training – C4	All members of Leadership group	Renew every three years – next due 2024	C4 training has been completed – September 2021
Strategic Objective 4: Develop a clear Safeguarding Communications Strategy which will ensure access to safeguarding information for all. It is vitally important that the Cathedral ensures that anyone involved, no matter what that involvement is, has access to up to date accurate information regarding safeguarding within the Cathedral, including details about who to contact if there is a safeguarding concern.			
4A Website			
Action required	By whom	Timescale	Progress

1. Ensure the web page is kept fully up to date at all times.	Communications Director (or website administrator) to ensure that the Cathedral website is regularly updated.	Ongoing	Reminders required to ensure website updates
2. Safeguarding message from the Dean updated to include greater focus on survivors.	Dean in liaison with CSO Communications Director to add to the cathedral website	September 2021	
3. Ensure (NST) Safeguarding Policy and Practice Guidance is accessible and is explained as it relates to Chester Cathedral	CSO to provide a safeguarding handbook to assist explanation of Policy. Communications Director to add to the cathedral website	June '21	Chester Cathedral Safeguarding Handbook has been developed to accompany the National policy statement which has been adopted by Chester Cathedral.
4. Safeguarding Whistleblowing Policy updated and publicised	CSO in liaison with Exec Director Communications Director to add to the cathedral website	July 2021	The whistleblowing policy has been updated and approved by Chapter
5. Safeguarding Complaints Policy updated and publicised	CSO in liaison with Exec Director Communications Director to add to the cathedral website	July 2021	The complaints policy has been updated and approved by Chapter
4B - the Cathedral Newsletter will carry informative safeguarding messaging.			
Action required	By whom	Timescale	Progress
1. Formulate an informative Safeguarding update as a standing item in the Cathedral fortnightly newsletter.	CSO – supported by Communications Manager.	September 2021 onwards	Agreed with CSAG that communication should be monthly via the Cathedral newsletter can include reminders about training refreshers

2. Provide access to the newsletter on the Cathedral web page.	Communications Manager.	September 2021 onwards	
3. Communicate the newsletter, including a safeguarding section, out to all cathedral stakeholders.	CSO – supported by the Communications Manager.	September 2021 onwards	
4C Communications, Media and News			
Action required	By whom	Timescale	Progress
1. Ensure that the Cathedral Communications and Press Adviser is briefed on any safeguarding issues that are likely to gain media / press attention.	Dean / CSO – supported by Communications Manager.	April 2021 onwards	Relevant information communicated to the communications manager as/when it arises.
2. Cathedral Communications and Press adviser to attend Cathedral Safeguarding Advisory Group and any other relevant meeting.	CSO to include Communications Manager on circulations and invite to CSAG meetings.	July 2021 onwards	Director of communications is added to the CSAG circulation list and routinely attends CSAG meetings.
4D General Safeguarding Information and Presentations			

Action required	By whom	Timescale	Progress
I. Attend and deliver safeguarding presentations to a variety of audiences.	CSO to provide an annual Safeguarding update presentation to the following groups ... Cathedral Chapter Cathedral Council Cathedral Forum Cathedral Development Trust Cathedral Enterprise Board Cathedral Education Trust CSAG Cathedral Estates Cathedral Finance Committee Cathedral Staff & Managers Cathedral Refectory Friends of Chester Cathedral Cathedral Volunteer Teams Cathedral Congregations		Cathedral Chapter – Bi-Monthly standing agenda item. Managers’ Meetings. Cathedral volunteer team Leaders’ meetings Cathedral Forum –

Strategic Objective 5: Safer Recruitment.

5A Safer Recruitment to include a revised CE focus on SR and People Management, including DBS checks

Action required	By whom	Timescale	Progress
I. Senior Managers to access the new CE online training for Safer recruiting and People Management	Cathedral Safeguarding Officer All members of Leadership Team Director of Music Education Officer Other Managers as required	By January 2022	Senior Leadership team, including the CSO and Director of Music have completed the training

<p>2. All recruitment for roles requiring safer recruitment to be led by a fully trained senior manager</p>	<p>Cathedral Safeguarding Officer All members of Leadership Team Director of Music Education Officer Other Managers as required</p>	<p>By January 2022</p>	<p>Recruitment process for safely recruited roles is led by a trained recruiter.</p>
<p>3. Maintain the DBS checking system currently administered by the Cathedral – with oversight provided by the Diocese.</p>	<p>CSO</p>	<p>October '21 Ongoing</p>	<p>Password protected spreadsheet is regularly updated & informs need for renewals of DBS. DBS checks are linked to Cathedral teams</p>
<p>4. Check that the DBS system works correctly and is adequately resourced.</p>	<p>CSO</p>	<p>Annual health check October '21 & annually thereafter</p>	
<p>5. Ensure that there is a robust process in place to identify renewals through a carefully maintained, password protected spreadsheet of DBS checked people with renewal alerts set for every three years.</p>	<p>CSO</p>	<p>Annual health check October '21 & annually thereafter</p>	<p>Password protected spreadsheet is regularly updated & informs need for renewals of DBS. Dependent on scrutiny by CSO rather than automatic electronic updates and alerts</p>
<p>6. Ensure that there is a robust process in place when DBS return a disclosure or blemish.</p>	<p>CSO – to consult with DSA to prepare a risk assessment and Code of Conduct appropriate to the blemish.</p>	<p>As/when required</p>	

7. Promote the awareness of the need for DBS checking across the different Cathedral groups and other organisations such as Bell ringers.	CSO	As/when required	CSO communicates with team leaders to ensure appropriate levels of DBS checks are in place
8. Implement DBS audit of compliance across the Cathedral teams.	CSO	Annual health check A whole cathedral audit of compliance – October '21 and annually thereafter	
9. DSA to carry out Risk assessments in relation to all DBS Blemishes and disclosures – outlining points for consideration.	CSO – to consult with DSA and to then implement	As/when required	

Strategic Objective 6: Casework and working with those who pose risk in worship. The Cathedral needs to maintain an effective and efficient mechanism to manage safeguarding casework to include working with offenders and people who pose a risk.

6A Casework will be conducted in accordance with House of Bishops Practice Guidance

Action required	By whom	Timescale	Progress
1. Carry out all casework in a timely and efficient manner making referrals when appropriate to do so.	CSO – in consultation with the DSA	As/when required	
2. Maintain accurate and up to date records	CSO	As/when required	

complying with Data Protection and National Practice Guidance.			
3. Deliver casework briefings to the Dean.	CSO	Daily, as required.	
4. Deliver bi-monthly briefings to Chapter.	CSO	Bi- Monthly	Safeguarding update is a standing agenda item at Chapter meetings. Anonymised quantitative information is provided.
5. Partake in regular casework supervision meetings with a suitably qualified individual.	CSO, supported by an independent clinical supervisor	Quarterly	An independent Clinical supervisor has been identified. First meeting due in July.
6. Conduct a full file review	CSO – with support from the Independent Clinical Supervisor, the ADSA and the CSAG sub-group.	By July '22	Anonymised files have been reviewed by CSAG QA group Files have been submitted to an Independent Reviewer as part of PCR2 review
6B Working with offenders and others who pose risk, in worship			
Action required	By whom	Timescale	Progress
1. Maintain accurate list of offenders or people who pose risk who are involved with Church work in the Cathedral	CSO – supported by DSA	Case List to be updated every month.	A register of safeguarding cases exists

2. Ensure there is an appropriate up to date risk assessment, risk management plan and or agreement to worship in place in regard of each individual.	CSO – in liaison with DSA	As/when required. Checks & updates added at the start of each month	
3. Work with Groups and clergy regarding the monitoring of the operation of such agreements.	CSO – in liaison with clergy, music department, vergers (if required).	As/when required	
4. Work with Statutory Agencies in regard of these individuals.	CSO	As/when required	
6C Dealing effectively with an allegation affecting a church officer			
Action required	By whom	Timescale	Progress
1. All Dean's senior staff to be fully aware of how to deal with an incident involving a Church Officer.	Dean/CSO	May 2019 and then Annual update and regular reminders as required.	Senior Staff have completed C4 "Handling Disclosures" training module at Church House –(Nov?) 2018 Leadership Team are currently participating in the revised C4 Senior Leadership training.
2. Cathedral Safeguarding Officer to meet with each member of senior	CSO	September '21 and then Annual update and regular reminders as required.	

staff and check out understanding.			
3. Cathedral Safeguarding Officer to lead on conversations at Leadership Group to help develop a shared safeguarding understanding	CSO	June '21 onwards Twice per year	CSO has led a Leadership Group discussion on understanding Trauma, Justice and Forgiveness.
4. Cathedral Safeguarding Officer to take the lead if and when an incident occurs.	Dean/CSO in consultation with DSA	As/when required.	Cases/concerns will also be reported to the DSA within 24 hours – either for information or for referral
6D Whistleblowing and or Complaints Process			
Action required	By whom	Timescale	Progress
1. Re-Design and advertise a whistleblowing / complaints process.	CSO,	June 2021 onwards	Re-drafts of the Complaints policy and the Whistleblowing policy have been prepared for presenting for approval to Chapter, Audit & Risk and CSAG
Strategic Objective 7: Engaging with Survivors. The Cathedral needs to develop and maintain a means by which it effectively engages with survivors of abuse. This is to enable survivors to have a voice and a way of shaping and influencing things. There is also a need to provide access for survivors to listening and healing. A significant part of this work will be achieved in liaison with the Diocese of Chester.			
7A. Partnership with the	Diocese of Chester		
Action required	By whom	Timescale	Progress

1. Develop an effective engagement mechanism for Survivors of Abuse.	CSO in association with DSA/Diocese/NST provision	September 2021 ongoing	A support person is in place for when needed
2. Identify local cathedral individuals who can provide individualized pastoral support	CSO/Vice-Dean	March 2022	A support person is in place for when needed
3. Establish links with the Diocese to access Listener/Counselling services	Dean/CSO	June 2022	Links are available and in place
4. Develop a localized information signposting sheet that can be given to individuals who visit the cathedral in need of support and be added to the cathedral website	CSO/Vice-Dean	June 2022	
7B. Partnership with Safe	Spaces		
Action required	By whom	Timescale	Progress
1. Use Safer Spaces Project as a CE/NST approved support provider for survivors	Dean/CSO		This is a National provision
7C. Partnership with	National Safeguarding Team		
Action required	By whom	Timescale	Progress

1. Research what other Dioceses and Cathedrals are doing in regard of Survivors.	CSO in association with DSA and Cathedrals' Safeguarding Officers' Network	Ongoing	Discussions ongoing through National Cathedrals' network. This ties into a wider national debate.
Strategic Objective 8: Quality Assurance and Audit. There needs to be an effective mechanism to ensure that every required safeguarding activity is delivered thoroughly and to the highest of standards throughout the whole of the Cathedral at every level.			
8A National Safeguarding – Independent Auditing of Cathedral Safeguarding Arrangements for the Church of England			
Action required	By whom	Timescale	Progress
1. Undertake an Independent safeguarding audit	Social Care Institute of Excellence	Nov. 2019 – Mar 2020	Completed. SCIE Report can be found on the cathedral website. Responding action plan has been devised, published and completed.
8B National Safeguarding Yearly Self-Assessment			
Action required	By whom	Timescale	Progress
1. Collect information for completion of annual online self-assessment survey.	CSO	In time for annual survey in March.	No sight of a request on this
2. Consult Cathedral Safeguarding Advisory Group regarding contents of return.	CSO	January each year.	

3. Complete and return the self-assessment – ensuring deadline is met – March every year.	CSO	March each year.	
4. Respond to any Feedback received.	CSO/Cathedral Safeguarding Advisory Panel	Ongoing	

8C Internal Cathedral Self-Audit

Action required	By whom	Timescale	Progress
1. Design an efficient and simplistic Cathedral Audit process.	CSO	April 2022 & annually	CSO reports to Chapter and CSAG at every meeting.
2. Complete a full Cathedral Teams Audit.	CSO	April 2022 & annually	CSO reports to Chapter and CSAG at every meeting.
3. Analyse results.	CSO	June 2022 & annually	CSAG are alert to themes and trends as they emerge
4. Make recommendations for actions based on results of Audit – report to Cathedral Advisory Group.	CSO	July 2022 & annually	

8D Blue Clergy File and Safeguarding File Review

Action required	By whom	Timescale	Progress
1. Blue Clergy Files are managed and stored by the diocese.	Bishop/Diocesan Safeguarding Lead	Ongoing	

<p>2. Ensure all Safeguarding Case Files are managed and maintained according to National Safeguarding Policy and Practice Guidance.</p>	<p>CSO/Dean /DSA</p>	<p>Ongoing</p>	
<p>3. Assess what other personnel files need reviewing and ensure a process is in place</p>	<p>Dean/CSO</p>	<p>April 2022</p>	<p>HR files have been checked through as part of the Past Cases Review 2 process. All safeguarding files have been reviewed as part of the PCR2 process. CSAG sub group for Quality Assurance reviews randomly selected (anonymized) case files on a quarterly basis.</p>

8E Management Information

Action required	By whom	Timescale	Progress
<p>1. Create a list of all the information retained electronically for management information purposes. Ensure all adhere to the requirements of the Data Protection Act.</p>	<p>CSO – advised by GDPR manager</p>	<p>April 2022</p>	
<p>2. Ensure information is accurate and up to date and easily accessible to those who need to see it.</p>	<p>CSO</p>	<p>April 2021 onwards</p>	

3. Develop and maintain a Safeguarding Case Management system – consider an online format.	CSO, supported by DSA/Clinical supervisor (This will need to fall in line with the National Case Management system – currently under development and due to be rolled out)	June 2022	
4. Regularly Review what Information is kept and the need for it.	Dean/CSO/ADSA/Clinical Supervisor	April 2022	
8F Information Sharing Agreements			
Action required	By whom	Timescale	Progress
1. Develop an overarching Safeguarding Information Sharing agreement with all key Statutory Partners.	Dean/Diocesan Safeguarding Lead/CSO/DSA/LADO/police/ social services	June 2021	
Strategic Objective 9: Work in Partnership with Statutory Agencies and other Organisations and Charities to assist in tackling ALL emerging safeguarding issues to include: Child Sexual Exploitation (CSE), Modern Day Slavery, Human Trafficking, Domestic Abuse including Honour Based Violence and Female Genital Mutilation. (FGM). (Other new safeguarding issues may emerge and these will be included.)			
Action required	By whom	Timescale	Progress
1. Be a place of refuge or assistance for anyone seeking help regarding any safeguarding issue.	CSO assisted by a support team	July 2021 onwards	Responses provided by the Admissions team and Vergers

<p>2. Raise awareness with those connected to the church of these issues.</p>	<p>Vice-Dean</p>	<p>July 2020 onwards</p>	<p>Modern Day Slavery: Linked with the CE response to the Clewer Initiative Cathedral exhibition Vice-Dean's contribution to liturgy around this theme Preaching delivered on theme Refugees/Asylum Seekers: Links established with Groups across the city of Chester Offering of hospitality to Refugees at the Cathedral Homelessness: Offering of cathedral space for a weekly outreach meeting with homeless women</p>
<p>3. Champion and promote Partnership activity to combat these issues.</p>	<p>Vice-Dean</p>	<p>September 2019 onwards</p>	<p>Previous work: Vice Dean worked with Local Council & Clewer initiative to deliver an ecumenical service and a Modern Day Slavery Awareness conference. (2018) Vice Dean is trained to deliver awareness training on anti-modern slavery.</p>
<p>4. Relay information and make safeguarding referrals when appropriate.</p>	<p>CSO</p>	<p>January 2021 ongoing</p>	

Notes