



INFORMATION FOR POTENTIAL NEW MEMBERS IN 2024

NAME OF STANDING COMMITTEE/AGENCY: Safeguarding Committee	
CONVENER/CHAIR:	Rev. Adam Dillon
VICE-CONVENER(S):	Judy Wilson
SECRETARY:	Julie Main (Safeguarding Service Manager)
REMIT:	
<ul style="list-style-type: none"> • To agree and ensure the implementation of safeguarding policies and procedures to secure the protection of Church communities, including volunteers, paid office holders, employees and members of the public • To oversee the Safeguarding Service to ensure satisfactory performance and service delivery • To provide information and advice about good safeguarding practice to all agencies of the Church including congregations, Presbyteries, General Assembly standing committees and statutory corporations and to individuals within these bodies • Working with Kirk Sessions and Presbyteries, to ensure that all agencies of the Church work within the parameters of, and comply with, the Safeguarding Act 2018 • To ensure that safe recruitment practices are implemented across the Church, including appropriate overseas checks • To carry out risk assessments as required in relation to conviction and vetting information and ensure that covenants are in place for managing those who pose a risk • To ensure that the Safeguarding Service has sufficient resources in place for efficient and effective running of the service • To ensure that suitable safeguarding training is provided to all ministers, volunteers and paid workers undertaking regulated work, to staff of the national office, trustees and other relevant parties • To provide safeguarding services to connected third party organisations as may be determined from time to time by the Committee • To liaise with internal and external stakeholders on safeguarding matters 	
SKILLS AND EXPERIENCE SOUGHT AT THIS TIME:	
<p>Nominees would benefit from having professional or voluntary experience in the fields of social work/social care, health, education, housing, police, criminal justice services or similar and have a good understanding of safeguarding issues e.g. child protection and wellbeing, adult protection and wellbeing, domestic abuse and criminal justice systems.</p> <p>Related areas of experience could include academic expertise in the field.</p> <p>Knowledge of human resource management and safe recruitment practices would be welcome as would the skills and experience of those who deliver child or adult protection training.</p> <p>It would also be helpful for members to understand strategies to prevent harm and the process of risk assessment and risk management.</p>	
EXPECTATIONS OF MEMBERS:	
<p>Members are expected to attend the Safeguarding Committee on a regular basis and be able to contribute to informed discussion on safeguarding matters. Members are also expected to undertake training as appropriate to the role and to support the development and delivery of an efficient and effective safeguarding service across the Church.</p>	



MEMBERSHIP AND ANTICIPATED VACANCIES:

Include confirmation of the number of vacancies to be filled

NB: a completed Nomination Form must be submitted by all proposed nominees including anyone wishing to be put forward for proposed re-appointment

Convener, Vice-Convener and 6 members appointed by the General Assembly, 1 representative (voting member) from and appointed by each of the Faith Nurture Forum, the Faith Impact Forum, the Social Care Council, the Solicitor of the Church, the National Adviser (Safeguarding Service Manager) as Secretary to the Committee, the Chief Officer and up to 4 members co-opted by the Committee for their expertise. For the avoidance of doubt it is declared that only the following persons will be entitled to vote: Convener, Vice-Convener, the six Assembly appointed members and the three representatives from each of the Faith Nurture Forum, the Faith Impact Forum and the Social Care Council.

The Safeguarding Committee will be seeking to appoint a Convener, Vice Convener and 3 members in 2024 to replace Adam Dillon (current Convener), Judy Wilson (current Vice Convener) Elspeth McKay and Robert McCabe (current members) and to fill an existing member vacancy.

FREQUENCY, TIMING AND VENUE OF MEETINGS:

include mention of any particular day(s) of the week when meetings would fall and whether meetings will be attended online and/or in person

Meetings are usually held six times a year. A proportion of the meetings are held in person at 121 George Street, Edinburgh and the rest are held online using Microsoft Teams. Meetings are scheduled for 1pm on a Monday and usually last for approximately 2 hours.

DETAILS OF SUB-COMMITTEES/GROUPS:

include frequency, timings, venue and any particular day(s) of the week when meetings would fall

Recruitment Sub-Committee (RSC) – This sub-committee manages PVG and DBS information i.e. conviction and vetting information that may impact on a person’s ability to take up or continue to undertake regulated work with children or protected adults. It also considers additional employment information that suggests that vulnerable groups may be at risk of harm, and/or, matters of reputational risk.

The sub-committee will risk assess relevant information to ensure that the person is suitable to work with children/protected adults.

The RSC takes place as when required. The meetings are normally held online using Microsoft Teams. The applicant is entitled to attend these meetings.

Training Sub Committee - This subcommittee is responsible for the development of an annual Safeguarding Training Strategy for the Church. It meets one a month. A proportion of the meetings may take place at 121 George Street, Edinburgh or online using Microsoft teams.

Managing those who pose a risk Subcommittee - The Sub Committee advises the Safeguarding Committee about relevant matters pertinent to the ongoing area of Managing Those Who Pose a Risk and, where appropriate, in the development of future policy. The group meets as and when required and included in its membership are external professionals co-opted for their expertise in this area e.g. police etc.

FURTHER DETAILS:

Include any useful web links

[National Guidance for Child Protection in Scotland 2021 \(www.gov.scot\)](http://www.gov.scot)

[Adult Support and Protection \(Scotland\) Act 2007: Code of Practice \(www.gov.scot\) Scottish Government](http://www.gov.scot)

[Multi-Agency Public Protection Arrangements \(MAPPA\): National Guidance \(www.gov.scot\)](http://www.gov.scot)

[National Safer Recruitment Guidance | Care Inspectorate Hub](http://www.gov.scot)

[Scotland+Works+For+You+-+Guide.pdf \(mygov.scot\)](http://mygov.scot)

[Disclosure Scotland Code of Practice - mygov.scot](http://mygov.scot)

[Revised Code of Practice for Disclosure and Barring Service Registered Persons \(publishing.service.gov.uk\)](http://publishing.service.gov.uk)