

Alexandra Palace

ALEXANDRA PARK AND PALACE CHARITABLE TRUST **(APPCT) BOARD MEETING** **6th NOVEMBER 2018**

Report Title: Safeguarding Policy Review

Report of: Catherine Solomon, Head of HR & Organisational Development and Lead for Safeguarding

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Purpose: To approve the amendments to the annual review of the Safeguarding Policy attached at Appendix 1.

Local Government (Access to Information) Act 1985

N/A

1. Recommendations

- 1.1 To approve the amendments to the Safeguarding Policy and authorise the Chair of the Trustee Board to sign the reviewed Safeguarding Policy on behalf of Alexandra Park and Palace Charitable Trust.
- 1.2 To note the Charity Commission's Regulatory Alert on Safeguarding, published on 19 December 2017, at Appendix 4.

2. Introduction

- 2.1 The Trust has a responsibility for ensuring a safe environment for young people and vulnerable adults in all activities and services and facilities provided. In addition, there is a duty of care to protect the welfare and prevent the abuse of children and vulnerable adults with whom it comes into contact.

The Safeguarding Policy and associated procedures seek to ensure the Trust's safeguarding practice complies with statutory responsibilities, government and regulatory guidance and aims to achieve best practice, within the resources available and appropriate to the scope and scale of our operation.

The Trust Board approved the Safeguarding Policy on 18th July 2017 and it is good practice for the Board to review the organisation's strategic policies on an annual basis, in accordance with the Trust's policy review schedule.

This Policy has been reviewed internally by the Head of HR and Organisational Development and the Lead Trustee for Safeguarding and sets out:

- amendments made to the Policy in response to updated guidance.
- the legal expectations and requirements;
- the scope of Alexandra Palace's work involving children and vulnerable adults;
- safeguarding roles and responsibilities;
- Alexandra Palace's approach to recruitment, vetting, induction and training of staff;
- The procedure for managing a disclosure and reporting a concern.

3. Amendments to the Policy

3.1 Changes to the scope, size or delivery practices of our activities that have been considered and or impacted on the review

- Policy updated to reflect the name change of Creative Learning team.
- Scope of our work context amended for Creative Learning to include reference to vulnerable adults.
- Scope of our work context amended for Ice Rink to include NISA require coaches to follow a Good Practice Guide.
- Section 8 amended to reference Induction training and assurance that staff will be trained, supported and know how to raise concerns.
- Section 10 amended to provide escalation (CEO) should line manager / DSL not take appropriate action.
- Section 12 note added Investigations will be undertaken fairly and without undue delay

3.2 Amendments in light of updated statutory guidance

- Working Together to Safeguard Children (July 2018);
- Keeping Children Safe in Education (September 2018);
- Care and Support Statutory Guidance (Updated July 2018)
- The Charity Commission Safeguarding Duties for Charity Trustees (Updated August 2018) (Appendix 4)

3.3 Data Protection

New wording on data protection has been included at section 22 in light of the new General Data Protection Regulations, which came into force on 25th May 2018.

4. Who was consulted as part of the review

- Trustee Board Lead for Safeguarding – Cllr Sarah Williams
- Corporate Trustee LADO – Sarah Roberts
- Corporate Trustee Legal – Stephen Lawrence-Orumwense (in August 2018) and Haydee Nunes De Souza (October 2018)
- Corporate Trustee Finance – John O'Keefe
- Finance, Risk and Audit Committee – 25th October 2018

5. Legal Implications

- 5.1 The policy review takes into account the recent guidance: set out in 3.2 above. The Board should assure itself that the Safeguarding Policy reflects the expectations in of the guidance, particularly the Charity Commission's guidance on Safeguarding Duties for Trustees at Appendix 4, in particular, that there are appropriate arrangements in place to safeguard and protect children and adults at risk, from abuse and neglect.
- 5.2 The Council's Assistant Director of Corporate Governance has been consulted in the preparation of this report, and advises that the policy has been reviewed by officers in his Social Care Division, and as such has no further comments on the report.

6. Financial Implications

- 6.1 There are no financial implications arising from the review of this policy.
- 6.2 The Council's Chief Financial Officer has been consulted in the preparation of this report, and has no comments.

7. Use of Appendices

Appendix 1 – Safeguarding Policy and Procedure

Appendix 2 – Key Legislation

Appendix 3 – Safeguarding Code of Conduct

Appendix 4 – Charity Commission's Regulatory Alert on Safeguarding, published on 19 December 2017