



## Board of Governors of the City of London School

**Date:** WEDNESDAY, 2 DECEMBER 2015

**Time:** 11.00 am

**Venue:** CITY OF LONDON SCHOOL, QUEEN VICTORIA STREET, EC4V 3AL

**Members:**

Ian Seaton (Chairman)	Lord Levene of Portsoken (Co-Opted Member)
Deputy Dr Giles Shilson (Deputy Chairman)	Edward Lord
Deputy Billy Dove (Chief Commoner)	Christopher Martin (Co-Opted Member)
Sophie Anne Fernandes	Sylvia Moys
Stuart Fraser (Ex-Officio Member)	Deputy Joyce Nash
Marianne Fredericks	Dame Mary Richardson (Co-Opted Member)
Alderman David Graves	Sir Michael Snyder (Ex-Officio Member)
Deputy the Revd Stephen Haines	Deputy James Thomson
Ronel Lehmann (Co-Opted Member)	Prof. Whitehouse (Co-Opted Member)

**Enquiries:** David Arnold  
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**Lunch will be served at the rising of the Board meeting**  
**NB: Part of this meeting could be the subject of audio or video recording**

**John Barradell**  
Town Clerk and Chief Executive

# AGENDA

## Part 1 - Public Agenda

1. **APOLOGIES**
2. **MEMBERS' DECLARATIONS UNDER THE CODE OF CONDUCT IN RESPECT OF ITEMS ON THE AGENDA**
3. **MINUTES**  
To agree the public minutes and summary of the meeting held on 16 October 2015.  

**For Decision**  
(Pages 1 - 4)
4. **LOCAL AUTHORITIES DESIGNATED OFFICER ANNUAL REPORT**  
Report of the Director of Community and Children's Services.  

**For Information**  
(Pages 5 - 24)
5. **GOVERNANCE REVIEW**  
Edward Lord to be heard.  

**For Information**
6. **QUESTIONS ON MATTERS RELATING TO THE WORK OF THE BOARD**
7. **ANY OTHER BUSINESS THAT THE CHAIRMAN CONSIDERS URGENT**
8. **EXCLUSION OF THE PUBLIC**  
MOTION - That under Section 100A(4) of the Local Government Act 1972, the public be excluded from the meeting for the following items of business on the grounds that they involve the likely disclosure of exempt information as defined in Part I of Schedule 12A of the Local Government Act.  

**For Decision**

## Part 2 - Non-Public Agenda

9. **NON-PUBLIC MINUTES**  
To agree the non-public minutes of the meeting held on 16 October 2015.  

**For Decision**  
(Pages 25 - 28)
10. **HEAD'S REPORT**  
Report of the Head of the City of London School.  

**For Information**  
(Pages 29 - 56)
11. **THE DEVELOPMENT OFFICE**  
Report of the Chairman.  

**For Decision**  
(Pages 57 - 58)

12. **PROPOSED 2016/17 REVENUE BUDGET**

Joint report of the Chamberlain and the Head of the City of London School.

**For Decision**  
(Pages 59 - 76)

13. **REPAIRS, MAINTENANCE AND IMPROVEMENTS FUND**

Joint report of the Chamberlain, the City Surveyor, and the Head of the City of London School.

**For Decision**  
(Pages 77 - 88)

14. **NON-PUBLIC QUESTIONS ON MATTERS RELATING TO THE WORK OF THE BOARD**

15. **ANY OTHER BUSINESS THAT THE CHAIRMAN CONSIDERS URGENT AND WHICH THE BOARD AGREES SHOULD BE CONSIDERED WHILST THE PUBLIC ARE EXCLUDED**

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## BOARD OF GOVERNORS OF THE CITY OF LONDON SCHOOL

Friday, 16 October 2015

Minutes of the meeting of the Board of Governors of the City of London School held at Guildhall on Friday, 16 October 2015 at 10.30 am

### Present

#### Governors:

Ian Seaton (Chairman)	Lord Levene of Portsoken (External Member)
Deputy Dr Giles Shilson (Deputy Chairman)	Christopher Martin (External Member)
Deputy Billy Dove, Chief Commoner	Sylvia Moys
Marianne Fredericks	Deputy Joyce Nash
Alderman David Graves	Dame Mary Richardson (External Member)
Deputy the Revd Stephen Haines	Deputy James Thomson
	Prof. Whitehouse (External Member)

### In Attendance

#### Officers:

Julie Mayer	- Town Clerk's
Steven Reynolds	- Chamberlain's Department
Sarah Fletcher	- Head, City of London School
Dr R M Brookes	- Senior Deputy Head, City of London School
Michael Clarkson	- Bursar, City of London School

#### 1. APOLOGIES

Apologies were received from Lord Levene of Portsoken and Ronel Lehmann.

#### 2. GOVERNORS' DECLARATIONS UNDER THE CODE OF CONDUCT IN RESPECT OF ITEMS ON THE AGENDA

There were no declarations.

#### 3. MINUTES

The public minutes and summary of the meeting held on 17 June 2015 were approved.

Before commencing the business on the agenda, the Chairman expressed concern in that some Governors had not received a full set of papers and the despatch had been late, due to printer failure. Furthermore, in accordance with the 2011 Governance Review, Governors had not received the draft minutes within the prescribed 7 working days. The Town Clerk apologised and agreed to investigate further, in order to prevent a recurrence.

### Matters arising

The Chairman of the new Governance Working Party, Mr Edward Lord, advised that Ms Sophie Fernandez and the new Bursar, Mr Michael Clarkson had joined the Working Party. The Board would receive an initial report from the Group at their next meeting in December. The Chairman welcomed the new Bursar, Mr Michael Clarkson, to his first Board Meeting.

Governors noted that Dr Richard Brookes was in attendance at the last Meeting of the Board but this was his first since taking up his new position, as Senior Deputy Head, at the start of the term. The attendance of school staff had not been recorded on the last set of minutes and the Town Clerk agreed to amend the draft and republish the final version.

#### 4. **REVENUE OUTTURN 2014/15**

The Board received a joint report of the Head and the Chamberlain, setting out the Revenue Outturn position for 2014/15.

Mr Lord moved (and Deputy Shilson seconded) a resolution to Policy and Resources Committee, requesting that future Revenue Outturn Reports be presented in conventional commercial format, with expenditure shown as a negative value (in brackets), rather than in the public sector format. Governors noted that a similar resolution had also been passed by the Markets Committee.

In response to questions, Governors noted that contributions for repairs and maintenance had been phased to meet future commitments at the appropriate intervals and the London Living Wage had been factored in.

Governors also noted that the security budget had been discussed at length at a recent informal meeting. A Governor advised that he had taken detailed, contemporaneous notes of a discussion, some time ago, as to who would meet the costs of the new security systems, which he agreed to share with the Chairman. Governors asked for clarity as to whether this commitment would be met from the central pool, or from reserves. In response to a question about the Risk Register, the Head confirmed that security had been downgraded from red to amber, since the start of the works in the summer. It was also suggested that financial risk be incorporated into CLS-08 – inadequate resources. Governors asked for a schedule of capital work over the next 5 years and the Head confirmed that this was being progressed.

Finally, the Chairman asked if the schedule for producing financial reports could be revisited in order to ensure that both the Head and the Chairman had early sight of the reports before the agendas were published.

RESOLVED - that:

1. The Revenue Outturn report for 2014/15 be noted.
2. The Policy and Resources Committee be asked to note the view of the Board of Governors of the City of London School in that future Revenue

Outturn Reports be presented in conventional commercial format, with expenditure shown as a negative value (in brackets), rather than in the public sector format.

**5. BURSARY FUND INCORPORATING SCHOLARSHIPS AND PRIZES FUND - REPORT AND FINANCIAL STATEMENTS**

The Board considered a report of the Chamberlain, which provided Governors with the Annual Report and Financial Statements, for the year ended 31 March 2015, of the City of London School Bursary Fund (Charity 1) incorporating the City of London School Scholarships and Prizes Fund (Charity 2) for information. The report also asked Governors to consider whether part of the cash balance of £487,938, as at 31 March 2015, should be invested in the City of London Charities Pool.

The Chairman agreed to receive a tabled recommendation, in respect of fund raising, which would be considered as part of the Head's Non-Public Report. Governors therefore agreed to defer recommendation 2 in the report, in respect of transferring a cash balance to the City of London Charities Pool, as this would be superseded by the tabled recommendation, should Governors be minded to approve it.

RESOLVED – that, the Annual Report and Financial Statements for the Year ended 31 March 2015 be noted.

**6. EDUCATION TRUST - REPORT AND FINANCIAL STATEMENTS**

The Board received a report of the Chamberlain, which provided Governors with the 2014/15 report and Financial Statements for the City of London School Education Trust (Charity Number 1118571).

RESOLVED – that, the report be noted.

**7. HEAD'S REPORT**

The Board received the Head's report and congratulated her on an excellent report and particularly the high number of Oxbridge entrants. Governors noted that, over the coming year, she would be focussing on supporting achievement by fine-tuning subject advice at A-level and by building a greater awareness of learning support in the classroom.

RESOLVED – that, the Head's report be noted.

**8. QUESTIONS ON MATTERS RELATING TO THE WORK OF THE BOARD**

There were no questions.

**9. ANY OTHER BUSINESS THAT THE CHAIRMAN CONSIDERS URGENT**

There were no items of urgent business.

**10. EXCLUSION OF THE PUBLIC**

RESOLVED – That, Under Section 100A (4) of the Local Government Act 1972, the public be excluded from the meeting for the following items of business on the grounds that they involve the likely disclosure of exempt information as defined in Part 1 of Schedule 12 A of the Local Government Act.

Item No	Para No
11-13	3
14	1 & 2
15-16	-

**11. NON-PUBLIC MINUTES**

The non-public minutes of the meeting held on 17 June 2015 were approved.

**12. HEAD'S REPORT**

The Board considered and approved the Head's Non-Public Report.

**13. RISK REGISTER**

The Board considered and approved a report of the Head.

*At 12.15pm, the Board agreed to suspend standing orders in order to finish the business on the agenda.*

**14. APPLICATION FOR SABBATICAL LEAVE**

The Board considered and approved a report of the Head.

**15. NON-PUBLIC QUESTIONS ON MATTERS RELATING TO THE WORK OF THE BOARD**

There were no questions.

**16. ANY OTHER BUSINESS THAT THE CHAIRMAN CONSIDERS URGENT AND WHICH THE BOARD AGREES SHOULD BE CONSIDERED WHILST THE PUBLIC ARE EXCLUDED**

The Chairman agreed to the admission of a late item of business, to be considered and approved by Governors only.

**The meeting ended at 12.30 pm**

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Chairman

**Contact Officer: Julie Mayer**  
**tel. no.: 020 7332 1410**  
**jacqui.daniels@cityoflondon.gov.uk**



# Agenda Item 4

**From: Community and Children's Services Committee Friday, 9 October 2015**

**To: Establishment Committee  
Culture, Heritage and Libraries Committee  
Board of Governors for the City of London School  
Board of Governors for the City of London School for Girls  
Board of Governors for the City of London Freeman's School  
Board of Governors for the Guildhall School for Music and Drama  
Barbican Centre Board**

The Committee received a report of the Director of Community and Children's Services regarding the Local Authorities Designated Officer (LADO) activity for the period of April 2014 to March 2015, which is contained in the annual report for the City and Hackney Safeguarding Children's Board.

In response to a query, Members were advised of the activity that had taken place to raise the profile of this role and the recommendations for 2015/2016 in relation to multi-agency training.

**RESOLVED** – it was moved by the Chairman, seconded by the Deputy Chairman and unanimously agreed by the Committee that the report be circulated for information to the following Committees:

- Establishment Committee
- Culture, Heritage and Libraries Committee
- Board of Governors for the City of London School
- Board of Governors for the City of London School for Girls
- Board of Governors for the City of London Freeman's School
- Board of Governors for the Guildhall School for Music and Drama
- Barbican Centre Board

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<b>Committees:</b>	<b>Dates:</b>
Safeguarding Sub Committee	25 September 2015
Community and Children's Services Committee	9 October 2015
Board of Governors for the City of London School for Girls	22 October 2015
Establishment Committee	28 October 2015
Chief Officers Group	4 November 2015
Board of Governors for the Guildhall School for Music and Drama	16 November 2015
Board of Governors for the City of London Freeman's School	23 November 2015
Culture, Heritage and Libraries Committee	25 November 2015
Board of Governors for the City of London School	2 December 2015
Barbican Centre Board	9 December 2015
<b>Subject:</b>	<b>Public</b>
Local Authorities Designated Officer Annual Report	
<b>Report of:</b>	<b>For Information</b>
Director of Community and Children's Services	

### Summary

This report will give Members information about the Local Authorities Designated Officer (LADO) activity for the period of April 2014 to March 2015, which is contained in the annual report for the City and Hackney Safeguarding Children's Board. During this period there have been a total of five LADO referrals from various sources, which is lower than the City of London's statistical neighbours.

Members will be advised of the activity that has taken place to raise the profile of this role and the recommendations for 2015/2016 in relation to multi agency training. Outlining the progress that has already been made with these recommendations and how this has increased the number of referrals for this period from five the previous year to six, within a five month timeframe.

### Recommendation

Members are asked to note the report

### Main Report

## **Background**

### **1. Local Authorities Designated Officer (LADO) Role**

The responsibilities of the LADO are set out in the statutory guidance, *Working Together to Safeguard Children* (2015) and the *London Child Protection Procedures* (5<sup>th</sup> edn. 2015, Chapter 17). All allegations made against staff, including volunteers, that call into question their suitability to work with or be in a position of trust with children, whether made about events in their private or professional life, need to be formally reported to the LADO.

In the City of London the LADO work is carried out by the Safeguarding and Quality Assurance Service Manager who reports directly into the Assistant Director People. Guidance and training on professional allegations is available through the City and Hackney Safeguarding Children Board website and agencies have access to consult with the LADO in the City of London.

The LADO would become involved when a professional or volunteer;

- Behaved in a way that has harmed a child or may have harmed a child;
- Possibly committed a criminal offence against or related to a child;
- Behaved towards a child or children in a way that indicates he or she would pose a risk of harm if they work regularly or closely with children.

## **Current Position**

### **2. LADO Activity for April 2014 to March 2015**

There have been concerns raised by the City and Hackney Safeguarding Children's Board about the low number of referrals to the LADO, which has been scrutinised within the quality assurance sub group of the board. In total there have been five referrals during the period of 2014 to 2015. Two were historical allegations, with one relating to a historical allegation against a teacher currently working in the City, which was unsubstantiated. The other relating to an incident that occurred in the late 50's and early 60's, which was investigated by the City of London Police.

Due to the number of referrals it is difficult to discern any particular themes, but there has been an increase in the number of historical allegations, which reflects a wider national picture. Despite efforts to raise awareness around the LADO role there continues to be a low referral rate of professional allegations from school's nurseries, voluntary agencies and commissioned services in the City of London.

For 2014 to 2015 the key priorities have been to raise the profile of the LADO role with staff across the City of London Corporation and with external partners. This has been achieved by;

- working closely with agencies around their safeguarding responsibilities.
- offering advice and support around individual case concerns.
- assisting agencies with the referral process to the LADO.
- providing support and guidance to maintained and independent schools in the City through the Education Forum in regard to the referral process and criteria re professional allegations.
- raising awareness with partner agencies who attend the Children's Executive Board.
- introducing a Corporate Safeguarding Policy for Children and Adults in January 2014 which clearly sets out the guidance for professionals allegations.
- working with safeguarding champions across the City of London Corporation as to the role of the LADO.
- explaining the role of the LADO in briefing within the wider safeguarding campaign, "Notice the Signs".

The priorities for 2015 to 2016 will be to continue raising awareness; this will be achieved by;

- Ensuring that all professionals who work with children, from the statutory, voluntary and independent sectors, are engaged and understand the LADO process. Training events will also be held.
- A Safeguarding Conference was to be arranged in the City; this has now taken place and has been well attended by partner agencies.
- Quality assurance of in-house and independent safeguarding training will be taken to ensure that it is to an appropriate standard.
- There will be a review of how agencies ensure that parents feel confident and able to raise safeguarding concerns about professionals.
- A peer review of City of London LADO cases will be completed by another local authority.

## Conclusion

3. It has been concerning that there have been a low number of LADO referrals in the City of London, despite efforts to increase awareness. One of the recommendations from the annual LADO report was to increase awareness around professional allegations by delivering multi-agency training. Training sessions were commenced in August 2015 and further training is planned for October 2015 and February 2016.

Since April 2015 there has been a significant increase in the number of LADO referrals. For 2014 to 2015 there were a total of five referrals for the whole year and since April of this year there have been six. It is not clear at this stage whether the increase in the number of referrals is due to professionals having increased awareness, however this will be reviewed and the findings will be incorporated in the annual report for 2015 to 2016. Guidance on Local Authorities Designated Officer role is now on the City and Hackney Safeguarding Children's Board web site.

## Appendices

Local Authorities Designated Officers Annual Report for 2014 /2015

## Background Papers

Working Together to Safeguard Children (2015)

[https://www.gov.uk/.../Working Together to Safeguard Children.](https://www.gov.uk/.../Working_Together_to_Safeguard_Children)

London Child Protection Procedures 5<sup>th</sup> edition, 2015, Chapter 17

[www.londonscb.gov.uk/procedures/](http://www.londonscb.gov.uk/procedures/)

City of London Local Authorities Designated Officer Guidance

[www.chscb.org.uk](http://www.chscb.org.uk)

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## **City of London Local Authority Designated Officer (LADO) Annual Report 2014 - 15**

### **1. Introduction**

This report to City and Hackney Safeguarding Children Board provides an overview of the work of the Local Authority Designated Officer (LADO) in the City of London between April 2014 and March 2015. The report will review the progress that has been made to raise awareness around the safeguarding role during the year, as part of a wider safeguarding campaign. Identifying what action has been taken and the referral figures and outcomes.

### **2. LADO role**

The responsibilities of the LADO are set out in “Working Together” to safeguard children, March 2015 and the London Child Protection Procedures 5<sup>th</sup> edition, 2015, Chapter 17. All allegations made against staff (including volunteers) that call into question their suitability to work with or be in a position of trust with children, whether made about events in their private or professional life, need to be formally reported to the LADO.

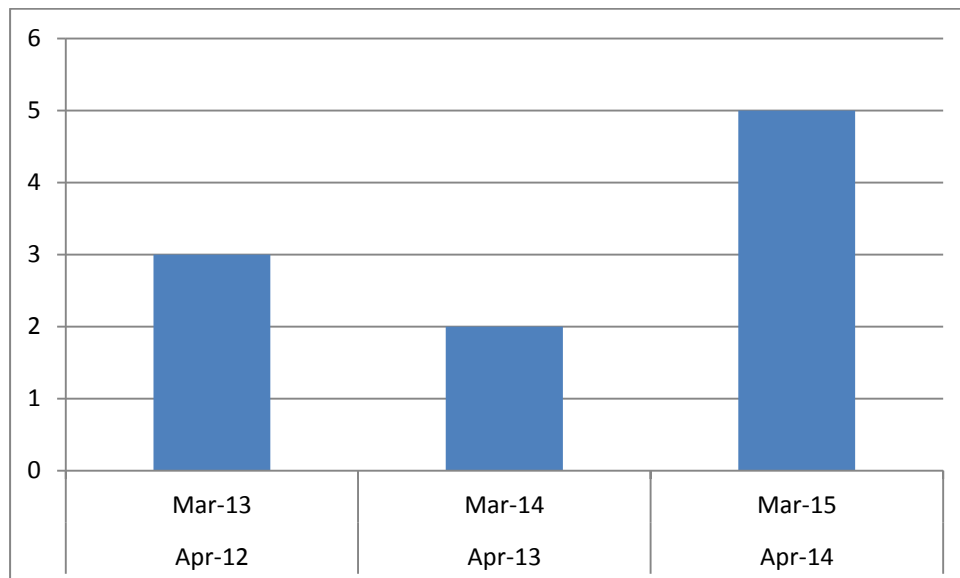
In the City of London the LADO work is carried out by the Safeguarding and Quality Assurance Service Manager who reports directly into the Assistant Director People. Guidance and training on professional allegations is available through the City and Hackney Safeguarding Children Board website and agencies have access to consult with the LADO in the City of London.

### **3. Referrals**

Since the Safeguarding and Looked After Children Ofsted Inspection in March 2012 there have been concerns raised around the low level of referrals to the LADO. Fig 1 shows the number of referrals received for each year since 2012. In Fig 2 there appears to be an increase in referrals for 2014 to 2015, two were historical allegations, with one of the historical allegations referring to a teacher at the school. One was a LADO referral

from the Substance Misuse Partnership and two were contacts from other Local Authorities.

Fig 1 Referrals from 2012 to 2015



Significant efforts have been made to raise awareness of the LADO role since March 2012. Following the Ofsted inspection the LADO has visited nurseries, schools and youth service providers, speaking with agencies about the role of the LADO and the pathways for making referrals. There is still further work required in working with voluntary agencies, police and probation to ensure that all we engage with all agencies in the City.

City of London has one maintained primary school and five Independent Schools. Out of the five schools, two are secondary, one is a specialist music and drama school, catering for children from 8 to 18 years and two are preparatory schools, the majority of children attending these schools come from other borough's. There has also been an independent review of safeguarding in the schools that come under the governance of the City of London, which consists of four in the City and one based in Surrey. This was completed in 2013 and recommendations around safeguarding training were acted on by the school, which was evidenced by a follow up review in 2014.

There are also six private nurseries and one children's centre, which is attached to the maintained primary school. These settings have also been visited as part of the raising awareness of the LADO role. Safeguarding training has also been offered to these settings and has taken place at the weekend to maximise attendance, this training was well attended across the nursery settings. Recently there has been a safeguarding awareness campaign called "Notice the Signs", 477 City of London employees and external agency staff were spoken to during this campaign about the role of the LADO. A key message of these briefing's taking place was to raise



awareness around the corporate safeguarding policy, which outlined professionals responsibilities in regard to professional allegations.

Fig 2 Referral Sources for LADO referrals 2014 to 2015

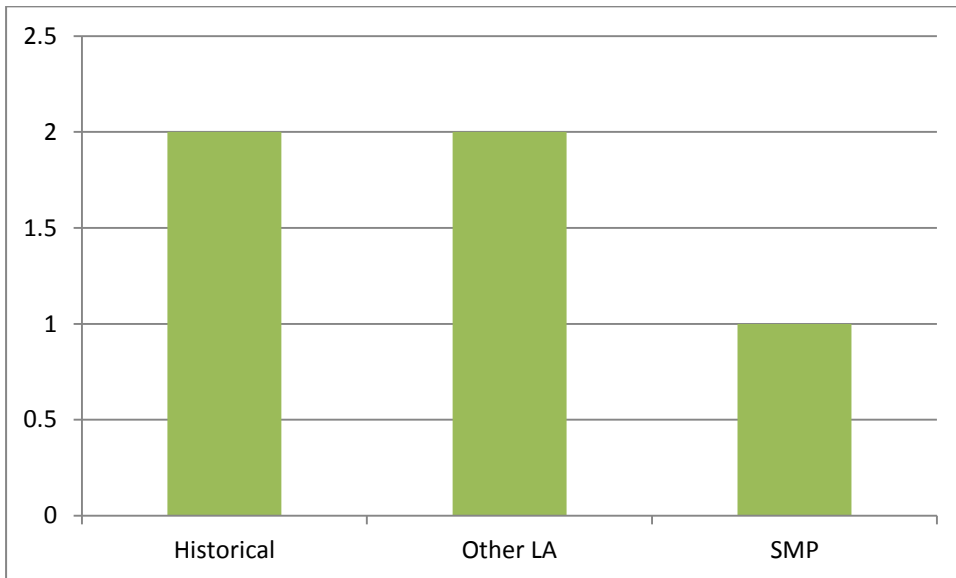
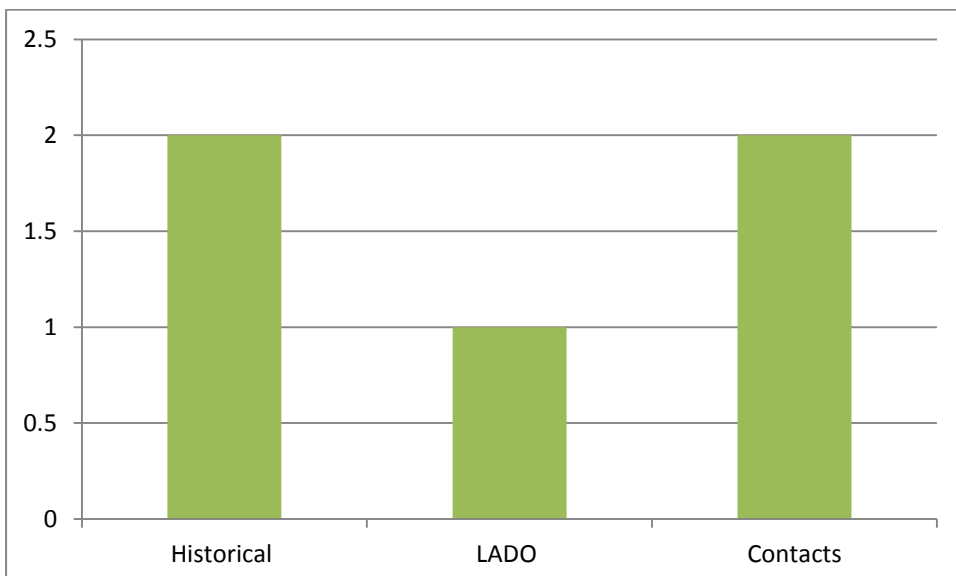


Fig 3 Referral type



This report identifies that there has been, and continues to be a sustained effort to raise awareness around the LADO role and professional allegations. When looking at the low referral rate from the Police and

Probation Service it is comparable with other local authorities for the year 2013 to 2014.

Hackney	- 0 from Probation Services	- 1 from the Police
Camden	- 0 from the Probation Services	- 4 from the Police
Enfield	- 0 from the Probation Services	- 0 from the Police
Haringey	- 0 from the Probation Services	- 0 from Police

As for health, the City and Hackney Safeguarding Children's Board is requesting information from health providers as to the low referrals rate from health visitors and this is currently being progressed.

#### **4. Emerging themes**

Due to the number of referrals it is difficult to discern any particular themes, but there has been an increase in the number of historical allegation, which reflects a wider national picture. As previously identified despite efforts to raise awareness around the LADO role there continues to be a low referral rate of professional allegations from school's nurseries, voluntary agencies and commissioned services in the City of London.

When analysing our data in comparison to other Local Authorities the City does have a low referral rate in relation to the numbers of referrals per percentage of educational establishments. When compared to other Local Authorities the City has two referrals less than the lowest cohort and approximately six referrals less than the highest.

A thematic review of the LADO referrals received has shown that parents have sometimes been reluctant to raise concerns around problems with staff. This has been due to their concerns that it may have implications on their child's place at the establishment. This is especially prevalent at the more prestigious independent establishments, when this has been raised as a factor, assurances have been given to parents.

Further scrutiny of the low referral rate has been undertaken through the s11 auditing process. This audit identified that there was full compliance around the handling of professional allegations by those agencies who completed the audit. However this does not prevent the need for continued scrutiny and training around professional allegations, which will be progressed during 2015/2016.

#### **5. Multi-agency working**

The City of London works closely with partners, schools and nurseries, who are represented on the City of London Executive Safeguarding Children's Board and the Education Forum, where safeguarding issues are

discussed. As part of the LADO role support and advice is offered to partners around their safeguarding duties, policies and procedures and individual case advice on potential referrals to social care. Training provided by the City and Hackney Safeguarding Board has been taken up by agencies in the City as can be seen by the information below. The schools have also commissioned in their own safeguarding training. A key area for development for 2015 to 2016 will be to scope and quality assure the training that is taking place within the schools and nurseries.

**Data collated from CHSCB on the 26<sup>th</sup> February 2015 has identified that;**

**Six attended from the City:**

Two members of staff- Guildhall School of Music and Drama  
One member of staff – Charterhouse Square School  
One Member of staff – St Pauls Cathedral School  
Two members of staff- The Prince’s Drawing School

**10 October 2014 – five attended**

One member of staff – London Islamic School  
One member of staff– Outward Housing  
One member of staff – Respect  
One member of staff – St Pauls Cathedral School  
One member of staff – Windsor Fellowship

**6 May 2014 - seven attended**

Four members of staff – Cass Child & Family Centre  
One member of staff – Guildhall School of Music & Drama  
Two members of staff – London Islamic School

In January 2014, the Department of Community and Children’s Services developed a corporate-wide safeguarding policy, which aimed to ensure that all areas of the organisation had a clear understanding of the shared legal duties around safeguarding for children at risk of harm. A key area for development for 2015 to 2016 will be to evaluate whether this has had an impact on increasing awareness across the corporation. This will be achieved by ascertaining whether there has been an increase in the number of contacts with the safeguarding champions across the City of London Corporation.

The LADO continues to develop positive working relationships with partner agencies, from the City of London Police, Community Paediatricians, Adult Safeguarding, HR, and Commissioning. The LADO also represents the City on City and Hackney Safeguarding Children Boards, Training and Development Sub Group and Quality Assurance Sub Group.

## **6. Increasing awareness of the Managing Allegations process**

As can be seen by this report there have been initiatives to raise awareness around the role of agencies in managing professional allegations. This has been achieved through face to face meetings with the LADO and through safeguarding briefings, with City of London staff, schools and nurseries. In February/March 2013 the City of London's Town Clerk commissioned an independent review of safeguarding arrangements which was undertaken by an independent consultant. This review involved four of the independent schools who came under the governance of the City of London.

Recommendations from this report identified that one of the School's needed to have a designated Child Protection lead who had received safeguarding training commensurate with the role. Further safeguarding training was also identified for teaching staff and Governors within the organisation. The City of London supported the commissioning of safeguarding training and eLearning modules for staff, which when reviewed in 2014 had been completed. There is also a safeguarding lead who has received training on professional allegations by the City and Hackney Safeguarding Children's Board by employees.

## **7. Links in London and nationally**

The City of London LADO is a member of the pan-London LADO group which meets on a quarterly basis. This is a sub-group of the London Safeguarding Children Board.

## **8. Police Notifications – Notifiable Occupational Scheme (NOS)**

Between April 2014 and March 2015 there was one referral to the LADO, which came through the MARAC forum, relating to a young male who came to police attention for a matter related to an allegation of harm to a child, and his occupation met the criteria under this scheme.

Where the employer can be identified, the information received in the notifications is passed to the employing organisation to address, but the employing organisation is not always clear from the referral, and in these cases no further action can be taken.

It would add to the effectiveness of the Scheme if at the point when the police officer asks for the nature of the employment in order to assess whether to refer in relation to NOS, the officer also asks the name of the employer.

## **9. Update on 2014- 15 Development priorities**

Worked closely with agencies around safeguarding responsibilities

- By offering advice and support around individual case concerns;
- Assisting agencies with the referral process;
- Support and guidance provided to maintained and independent schools in the City through the Education Forum;
- Partner agencies attend the Children's Executive Board where safeguarding priorities and initiatives within the Department Business Plan are reviewed;
- The City of London introduced a Corporate Safeguarding Policy for Children and Adults in January 2014;
- Safeguarding Champions were identified across the City of London Corporations to support employees;
- A safeguarding awareness campaign called "Notice the Signs" was launched to raise awareness about safeguarding, including the LADO role. This campaign targeted all City of London employees and residents.

## **10. Service Development Priorities 2015/16**

- Ensure that all professionals who work with children, from the statutory, voluntary and independent sectors, are engaged and understand the LADO process.
- Review independent safeguarding training, in relation to quality and frequency.
- Safeguarding Conference to be arranged in the City.
- Training events for City of London employees and partner agencies around safeguarding and professional roles and responsibilities.
- Meet with Safeguarding Champions on a quarterly basis to review referrals.
- Review of how agencies will ensure that parents feel confident and able to raise safeguarding concerns about professionals.

- Peer review to be undertaken on LADO cases.

Pat Dixon, LADO  
Safeguarding and Quality Assurance Service Manager

**ALLEGATIONS AGAINST PEOPLE WHO WORK WITH CHILDREN IN**

**Date: April 2013-March 2014**

<b>1. Total number of Referrals to the Local Authority Designated Officer</b>			
<b>Local Authority</b>	<b>City of London</b>	<b>Number of referrals regarding allegations and matters of concern</b>	<b>5</b>
<b>2. Number of Referrals about each or organisation</b>			
<b>Agency</b>	<b>Number</b>		
<b>1.Social Care</b>	<b>2 Two contacts made from other LA</b>		
<b>2.Health-hospital staff</b>	<b>0</b>		
<b>3.Health-community</b>	<b>0</b>		
<b>4.Education</b>	<b>1 Historical Allegation relating to a current employee.</b>		
<b>5.Early Years-Child-minder</b>	<b>0</b>		
<b>6.Early Years-Nursery Staff</b>			
<b>7. Foster Carer-IFA with other LA children or other LA in house carers living in City.</b>	<b>0</b>		
<b>8.Police</b>	<b>0</b>		
<b>9.Probation</b>	<b>0</b>		
<b>10.CAFCASS</b>			
<b>11.Voluntary Organisations</b> Include sports clubs, scouts, brownies, dance clubs and charitable organisations	<b>0</b>		
<b>12.Faith Groups</b>	<b>0</b>		
<b>13.Immigration/Asylum Support services</b>	<b>0</b>		
<b>14.Transport</b> Transport provided to services through a contract	<b>0</b>		
<b>15.Care Agency</b>	<b>0</b>		
<b>16.Other Dept. in City of London</b>	<b>1 LADO referral from substance misuse partnership</b>		
<b>17 Other</b>	<b>1 Historical allegation from alleged victim.</b>		
<b>18. Leisure Services</b>	<b>0</b>		
<b>19.Adult Services</b>	<b>0</b>		
<b>20.Housing Associations/ Providers</b>	<b>0</b>		

<b>3. Who made the Referral</b>	
	<b>Number</b>
<b>1.Social Care</b>	<b>2 Islington and Luton LADO's contact</b>
<b>2.Health-hospital staff</b>	<b>0</b>
<b>3.Health-community</b>	<b>0</b>
<b>4.Education</b>	<b>1 Historical allegation which came through School via an email in relation to current member of staff.</b>
<b>5.Early Years-Child-minder</b>	<b>0</b>
<b>6.Early Years-Nursery Staff</b>	<b>0</b>
<b>7.Foster Carer-IFA with City of London children</b>	<b>0</b>
<b>8.Police</b>	<b>0</b>
<b>9.Probation</b>	<b>0</b>
<b>10.CAFCASS</b>	<b>0</b>
<b>11.Voluntary Organisations</b> Include sports clubs, scouts, brownies, dance clubs and charitable organisations	<b>0</b>
<b>12.Immigration/Asylum Support services</b>	<b>0</b>
<b>13.Transport</b> Transport provided to services through a contract	<b>0</b>
<b>14.Care Agency</b>	<b>0</b>
<b>15.Other Dept's City of London</b>	<b>1 Referral from Substance Misuse Partnership.</b>
<b>16. Other</b>	<b>1 self-referral from alleged victim of historical abuse.</b>
<b>17.Leisure Services</b>	<b>0</b>
<b>18.Adult Services</b>	<b>0</b>
<b>19.Housing Associations/Housing Providers.</b>	<b>0</b>



**Number of referrals about an adult within specific employment/volunteer sector which reached a multi-agency strategy discussion and/or meeting and primary reason(s) for referral.**

Employer	Physical <i>state whether concern arose from authorised physical intervention restraint or arrest</i>		Emotional	Sexual	Neglect	Behaviour which called into question person's suitability
	Yes	No				
<b>Social Care</b>						1 LADO referral SMP
<b>Health-hospital staff</b>						
<b>Health-community</b>						
<b>Education-teaching staff</b>				1 LADO referral from school, historical allegation-not proven		
<b>Education-non teaching staff</b>						
<b>Early Years-child-minders</b>						
<b>Early Years-nursery staff</b>						
<b>Foster Carers-IFA with City children</b>						
<b>Police</b>						
<b>Probation</b>						
<b>CAFCASS</b>						
<b>Voluntary Organisations</b>						
<b>Faith Groups</b>						
<b>Armed Forces</b>						
<b>Immigration/Asylum Support Services</b>						
<b>Care Agencies</b>						
<b>Transport</b>				1 Historical allegation, self-referral to LADO,		

				forwarded to Police for investigation		
Other						
Leisure Services						
Adult Services						
Housing Associations/Provider						
<b>4. Number of referred cases that resulted in: <i>please note there could be more than one outcome</i></b>						
Being Substantiated	2					
Being Unsubstantiated	3					
Being Unfounded	0					
CSM held	2					
Met the threshold for LADO input but not for a Complex strategy meeting	Of the five referral received by the LADO, two were historical allegations, one of which was relating to a current member of staff at the school. Two were contacts where the City was not the primary LADO involved, and one was a LADO referral from the substance misuse partnership.					
Criminal investigation/joint work with CAIT	0					
Criminal prosecution	0					
Caution	0					
Conviction	0					
Acquittal	0					
Initial inquires by employers						
Disciplinary investigation	0					
Disciplinary meeting/hearing	0					
Suspension	0					
Dismissal	0					
Cessation of use	0					
Deregistration	0					
Training needs identified for member of staff or the agency.	1 - Concerns around the delay in referring to LADO, employee who reported incident appeared unclear as to his role.					
Risk Assessment completed by Employer	1					
Referral to DBS	1 referral made to DBS by LADO of lead LA, as he had misled employers' in regard to have a previous conviction. Agency in City seen by City LADO re there role responsibility in checking DBS.					

<b>Referral to regulatory body e.g. GMC /Ofsted etc...</b>	
<b>5. At the point of conclusion, the number of cases that were resolved within the following timeframes</b>	
<b>1 month</b>	<b>4</b>
<b>3 months</b>	<b>1</b>
<b>6 months</b>	

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