

## Meeting of the London Legacy Development Corporation Health, Safety and Security Committee

**Meeting Date:** Thursday 26 September 2019

**Time:** 2.00 pm

**Venue:** LLDC, Room 5, Level 10, 1 Stratford Place, Montfichet Road, London E20 1EJ.

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Members of the London Legacy Development Corporation Health, Safety and Security Committee are hereby notified and requested to attend the meeting of the Health, Safety and Security Committee of the Corporation at 2.00 pm on Thursday 26 September 2019 to transact the business set out below.

This meeting will be open to the public, except for where exempt information is being discussed as noted on the agenda. A guide for the press and public on attending and reporting meetings of local government bodies, including the use of film, photography, social media and other means is available at

[www.london.gov.uk/sites/default/files/openness-in-meetings.pdf](http://www.london.gov.uk/sites/default/files/openness-in-meetings.pdf)

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### Committee Members:

Simon Blanchflower CBE (Chair)  
Nicky Dunn OBE  
Keith Edelman

#### **1 Apologies for absence**

#### **2 Declarations of interest**

Members are reminded that any interests in a matter under discussion must be declared at the start of the meeting, or at the commencement of the item of business.

#### **3 Minutes of the previous meeting held on 3 May 2019** (Pages 1 - 4)

The Committee is asked to agree the minutes of the meeting held on 3 May 2019.

- 4 Matters arising and action list** (Pages 5 - 6)
- The Committee is asked to note the actions arising from previous meetings.
- 5 Executive Director of Park Operations and Venues' Update** (Pages 7 - 10)
- The Committee is asked to note the Executive Director's report.
- 6 LLDC Health and Safety Policy Update** (Pages 11 - 12)
- The Committee is asked to note the update on the health and safety policy.
- 7 LLDC Venue Safeguarding Report September 2019** (Pages 13 - 50)
- The Committee is asked to note the report on safeguarding policy.
- 8 Health, Safety and Security Risk Review** (Pages 51 - 54)
- The Committee is asked to note the report on safety and security risk register.
- 9 Any other business the Chair considers urgent**
- The Chair will state the reason for urgency of any item taken.
- 10 Date of next meeting**
- The next meeting is to be arranged.
- 11 Exclusion of the press and public**
- The Committee is recommended to agree to exclude the public and press from the meeting, in accordance with Part 1, paragraphs 3&7 of Schedule 12A of the Local Government Act 1972 (as amended), in that the following items of business contain information relating to the financial or business affairs of an individual, organisation or the London Legacy Development Corporation (LLDC).*
- 12 Minutes of the previous meeting held on 3 May 2019 containing exempt information** (Pages 55 - 58)
- The Committee is asked to agree the minutes of the meeting held on 3 May 2019 that contain exempt information.
- 13 Matters arising and actions list that contain exempt information** (Pages 59 - 60)
- The Committee is asked to note the matters arising from the previous meeting.

**14 Executive Director of Park Operations and Venues' Update - Exempt information relating to the item on Part 1 (Pages 61 - 82)**

The Committee is asked to note the Executive Director's Report containing exempt information.

**15 LLDC Health and Safety Policy Update - Exempt information relating to the item on Part 1 (Pages 83 - 102)**

The Committee is asked to note the report on the safety and security risk register containing exempt information.

**16 Health, Safety and Security Risk Review - Exempt information relating to the item on Part 1 (Pages 103 - 108)**

The Committee is asked to note the report on safety and security risk register.

**17 Close of Meeting**

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## MINUTES

### **Minutes of the Meeting of the London Legacy Development Corporation Health, Safety and Security Committee**

**Date:** Friday 3 May 2019

**Time:** 10.00 am

**Venue:** LLDC, Rooms 1-2, Level 10, 1 Stratford Place, Montfichet Road, London E20 1EJ

**Present:** Simon Blanchflower (Chair)  
Nicky Dunn OBE  
Keith Edelman

**In Attendance:** Mark Camley, Executive Director of Park Operations and Venues  
Colin Naish, Executive Director of Construction  
Andrea Gordon, Director of Human Resources  
Peter Tudor, Director of Visitor Services  
Tony Tolley, Head of Safety and Security  
Tony Westbrook, Head of Development  
Peter Swordy, Director of Health, Safety and Compliance – London Stadium  
Graham Gilmore, Chief Executive Officer, London Stadium

#### **1 Apologies for absence**

- 1.1 An apology for absence was received on behalf of Michelle Reeves, Mayor's Observer.

#### **2 Declarations of interest**

- 2.1 The Chair noted that Members had declared registrable interests in line with the relevant Standing Orders and asked Members to confirm if they had any interests or additional interests to be declared related to matters listed on the agenda other than those already made and included in the register.

There were no additional declarations of interest.

#### **3 Minutes of the previous meeting held on 12 March 2019**

- 3.1 It was agreed that the minutes of the meeting of the meeting held on 12 March 2019 be signed by the Chair as a correct record.

#### **4 Matters arising and action list**

##### **4.1 The Committee noted the Actions List.**

#### **5 Executive Director of Park Operations and Venues' Update**

- 5.1 The Executive Director of Park Operations and Venues presented the report providing an update on health, safety and security activities related to the remit of the Committee. It was noted that the desktop exercise referred to in paragraph 3.9 of the report would take place on 20 May, not 5 May as per the report.
- 5.2 There had been two minor bin fire incidents since the report had been written – one in the Aquatics Centre and one in the Stadium.
- 5.3 A member of the public who had suffered a cardiac arrest in the Stadium, had successfully been treated by the staff on duty whose quick and effective actions had helped save their life. There had been three cardiac incidents in total since reporting to the Committee.
- 5.4 The Director of Visitor Services was the LLDC's designated Safeguarding officer and each venue within the Park had its own safeguarding policy and monitoring and reporting procedures.
- 5.5 Staff had attended both Prevent and Channel training.
- 5.6 Lead and lag indicators would be included in future update reports to the Committee.
- 5.7 It was agreed that a clear and consistent definition of near misses would be developed and submitted to a future meeting.  
**[Action: Executive Director of Park Operations and Venues]**
- 5.8 Operational day to day safety checks and briefings would also be included in future reports.  
**[Action: Executive Director of Park Operations and Venues]**
- 5.9 The Committee noted the report and recommended to the Board the appointment of Simon Blanchflower as the Board Safeguarding Champion.**

#### **6 Stadium Operational Readiness for Summer Events Programme**

- 6.1 The Executive Director of Park Operations and Venues presented the update on the Stadium operational readiness for the summer 2019 events programme.

##### **6.2 The Committee noted the report.**

#### **7 Review of Health, Safety and Wellbeing Preparations for the Delivery of Stratford Waterfront**

- 7.1 The Executive Director of Park Operations and Venues introduced the update on the health, safety and wellbeing preparation for the delivery of Stratford Waterfront.

- 7.2 The Chair would provide and review all good examples of fairness policies from the rail industry. **[Action: Chair/Executive Director of Construction]**
- 7.3 Officers agreed to consider whether it would be useful to hold Safety, Health, Environment Leadership Team (SHELT) meetings at Director level.
- 7.4 **The Committee noted the report and congratulated officers on the work in implementing compliance with the Construction Design Management Regulations 2015.**
- 8 **Any other business the Chair considers urgent**
- 8.1 There was no urgent business.
- 9 **Date of next meeting**
- 9.1 **The Committee noted that the next meeting was due to be held on 26 September 2019 at 2pm.**
- 10 **Exclusion of the press and public**
- 10.1 **It was agreed that the public and press be excluded from the meeting, in accordance with Part 1, paragraphs 3&7 of Schedule 12A to the Local Government Act 1972 (as amended), in order to consider the exempt papers. Each of these papers contained information relating to the financial or business affairs of a person or authority.**
- 11 **Minutes of the previous meeting held on 12 March 2019 containing exempt information**
- 11.1 **It was agreed that the minutes of the meeting held on 12 March 2019 containing exempt information be signed by the Chair as a correct record.**
- 12 **Matters arising and action list that contains exempt information**
- 12.1 **The Committee noted the actions containing exempt information and the oral updates.**
- 13 **Executive Director of Park Operations and Venues' Update - Exempt information relating to the item on Part 1**
- 13.1 The Executive Director of Park Operations and Venues presented the report providing an update on health, safety and security activities related to the remit of the Committee, containing exempt information.
- 13.2 **The Committee noted the report.**

**14 Stadium Operational Readiness for Summer Events Programme - Exempt information relating to the item on Part 1**

14.1 The Executive Director of Park Operations and Venues presented the report providing an update on the stadium operational readiness for the summer events programme.

**14.2 The Committee noted the current plans for the summer events and LLDC's opinion on the Stadium Operator's operational readiness.**

**15 Close of Meeting**

15.1 The meeting closed at 10.20am.

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Chair

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Date

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## Health, Safety and Security Committee Actions List (reported to the meeting on 26 September 2019)

### Actions from last meeting (3 May 2019)

Minute No.	Item/Description	Action By	Target Date	Status/note
5.7	<b>Executive Director of Park Operations and Venues' Update</b> Develop a definition of near misses and include in reports submitted to a future meeting.	Mark Camley	26 September 2019	Complete. Included in Executive Director's report.
5.8	<b>Executive Director of Park Operations and Venues' Update</b> Include operational day to day safety checks and briefings in future reports.	Mark Camley	26 September 2019	In progress.
7.2	<b>Review of Health, Safety and Wellbeing Preparations for the Delivery of Stratford Waterfront</b> Provide and review all good examples of fairness policies from the rail industry.	Simon Blanchflower/ Colin Naish	26 September 2019	In progress.

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**Subject:** Executive Director of Park Operations and Venues' Update  
**Meeting date:** 26 September 2019  
**Report to:** Health, Safety and Security Committee  
**Report of:** Mark Camley, Executive Director of Park Operations and Venues

**This report will be considered in public**

## **1 SUMMARY**

- 1.1. This report provides an update on Health, Safety and Security activity related to the remit of the Committee.
- 1.2. A report is included in Part 2 of the Agenda, which contain exempt supplemental information. The information is exempt by virtue of part 1 paragraphs 3 and 7 of Schedule 12A in that it contains information relating to the business affairs of the London Legacy Development Corporation (LLDC), and information relating to any action taken or to be taken in connection with the prevention, investigation or prosecution of crime.

## **2 RECOMMENDATION**

- 2.1 The Committee is asked to note this report.**

## **3 INCIDENTS**

- 3.1 There were no major incidents in the period. The table below sets out the number of incidents been May and August.

**Number of incidents**

Type of incident	Stadium*	Park and Other Venues	Eastbank	Development sites	UCL(E)*	Office
Major (RIDDOR)	0	0	0	0	0	0
Major (non-RIDDOR)	0	0	0	0	0	0
Disease	0	0	0	0	0	0
Minor	69	121	4	3	0	0
Near misses	28	16	1	0	0	0
Fatalities	0	0	0	0	0	0
Dangerous occurrences	0	0	1	1	0	0

- 3.2 During the period, there have been the following positive interventions:

Tool box talks	56
Safety Moments	78
Inductions	670
Safety Tours	241

## **4 KEY DEVELOPMENTS**

### **Stadium**

- 4.1 Stadium has had a busy summer season with a concert, two Major League Baseball (MLB) matches and two days of athletics. The seat moves associated with these events and moving back to football mode went well and were delivered safely to time and budget.
- 4.2 There were several incidents of note in relation to the build for the MLB superstore:
- Failure to wear correct PPE.
  - Dangerous vehicle manoeuvres without banksman.
  - Insecure site fencing.
  - A dangerous occurrence occurred whereby a contractor stood on a generator to access height next to a bridge parapet edge with a drop of over 12 meters. He was also minus any PPE.
- 4.3 The piling and works on Eastbank will require the width of F10 bridge being reduced for an extended period. The Stadium egress plans are being reviewed to ensure that there is a safe and robust plan for dealing with crowds during this period.
- 4.4 West Ham United FC have lodged a planning application for 62,500 spectators at the stadium for football matches. LLDC are having an initial discussion with the licensing authority, SGSA and WHUFC about the likely licensing implications of a crowd of this size.

### **Park and Venues, excluding Stadium**

- 4.5 There were no outdoor concerts this summer, so major events were restricted to mass participation events (eg Ride London and Hackney Half Marathon) or community events (eg Great Get Together). There were no issues of note in relation to these. There has been an increase in cycle and scooter related activity and following a collision between an e-scooter and a child, speeds were reduced.
- 4.6 Noticeable cracks have appeared in the upper F10 bridge parapet adjacent to piling works. It is not clear whether they are related to the Eastbank works. They are being monitored and investigated and a specialist surveyor is being procured to assess the structure and London Aquatics Centre for any further potential damage.

### **Park roads and construction traffic**

- 4.7 Delays to the completion of North South highway continue. Park operations and Stadium events managing round these and the on-going works on Copper Street.
- 4.8 Safety concerns around the traffic management on Waterdon Road and Clarnico lane were addressed and resolved in conjunction with the Developer and TFL.
- 4.9 There has been an issue with concrete being spilled on the Southern Loop Road, which has been taken up with UCL.
- 4.10 There is continued concerns about speeding and the level of construction traffic in the Park. As a result, a road safety audit of all park roads is being procured and undertaken.

### **East Bank**

- 4.11 It has been a busy construction period for East Bank, three items of note occurred at Stratford Waterfront:

- Hardened concrete on a plastic sheet being dislodged and hit an excavator window, the operative was unharmed and vehicle repaired.
  - A cable strike occurred in zone 1, operations were suspended whilst UKPN repaired cable and an action plan in place to prevent a reoccurrence.
- 4.12 The site also had its first Considerate Constructors Monitor's Site Report, which saw a score of excellent on three categories and exceptional on a further two categories one of which being Safety.

### **UCL(E)**

- 4.13 Piling works have started on Marshgate. There have been no major issues. Work on hoarding Pool Street East and West will take place before Christmas.

### **Development sites**

- 4.14 No major issue on either Chobham Manor or East Wick and Sweetwater developments.
- 4.15 Specified infrastructure works had three incidents of note:
- Complaints have been received of cracks appearing in residential properties on Omega Works adjacent to H14 demolition site. Structural engineers are investigating for SIW.
  - Cracks within the newly installed H16 bridge abutments appeared. SIW have installed monitoring equipment and have a structural engineer reviewing.
  - A contractor in a vacuum excavator performing an unauthorised manoeuvre, hit a lamp column next to the primary school knocking it over. Incident being investigated and lighting being repaired.

### **Office**

- 4.16 No H&S incidents recoded in the period.

### **Board training**

- 4.17 Following the LLDC Board meeting on 21 May 2019, Trivandi provided some training based on a safety incident where there had been a failure of corporate governance. The key points highlighted in the training briefing were:

#### **Context**

- Last year in the UK 100 employees, 44 self-employed workers and 100 members of the public were killed in notifiable work-related accidents. There were 71,000 notifiable work-related injuries reported, with the total number of injuries of all kinds being nearer 500,000.
- Being good at managing good health and safety outcomes (managing risks effectively and reducing rate of error, harm and loss) is a matter of corporate awareness, skills, knowledge and motivation.

#### **Lessons learned**

- Cost-cutting, failure to invest and production pressures impaired process safety performance
- The Board did not provide effective oversight of the safety culture and major accident prevention programmes.
- The Board did not have a member responsible for assessing and verifying the performance of the major accident hazard prevention programs.

- Over reliance on the low personal injury rate as a safety indicator failed to provide a true picture of process safety performance and the health of the safety culture.
- A “check the box” mentality was prevalent, where personnel completed paperwork and checked off on safety policy and procedural requirements even when those requirements had not been met.
- A lack of a reporting and learning culture. Personnel were not encouraged to report safety problems and some feared retaliation for doing so. The lessons from incidents and near-misses, therefore, were generally not captured or acted upon.
- Safety campaigns, goals, and rewards focused on improving personal safety metrics and worker behaviours rather than on process safety and management safety systems.
- While compliance with many safety policies and procedures was deficient at all levels, managers did not lead by example regarding safety.
- Numerous surveys, studies, and audits identified deep-seated safety problems, but the response of BP managers at all levels was typically “too little, too late.”
- Management did not effectively assess changes involving people, policies, or the organization that could impact process safety.

#### **Near Miss**

4.18 In line with the HSE we will use the following definition:

*A near miss is an unexpected, unplanned event that could have resulted in harm to person, property, or the environment, but did not*

## **5 APPENDICES**

None

#### **List of Background Papers**

- None

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**Subject:** LLDC Health and Safety Policy Update  
**Meeting date:** 26 September 2019  
**Report to:** Health, Safety and Security Committee  
**Report of:** Tony Tolley, Head of Security and Safety

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**This report will be considered in public**

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## **1. SUMMARY**

- 1.1. This paper provides the Health, Safety and Security committee with an update on LLDC's Health and Safety Policy. The policy will set out the obligations of LLDC, venues and event owners under various legislation including the Management of Health and Safety at Work Regulations 1999, Construction (design) Management 2015 and Health and Safety at Work Act 1974. This will ensure that everybody associated with the corporation is aware of its health and safety aims and objectives and how they are to be achieved.
- 1.2. An appendix is included in Part 2 of the Agenda, which contain exempt supplemental information. The information is exempt by virtue of part 1 paragraphs 3 and 7 of Schedule 12A in that it contains information relating to the business affairs of the London Legacy Development Corporation (LLDC), and information relating to any action taken or to be taken in connection with the prevention, investigation or prosecution of crime.

## **2. RECOMMENDATION**

- 2.1 **The Committee is asked to note the policy revision.**

## **3. BACKGROUND**

- 3.1 LLDC's current Health and Safety Policy was approved in March 2018. This covered in part other areas outside the corporate environment but mainly focused on LLDC employees or offices.
- 3.2 As part of good governance this has been reviewed and has been rewritten to expand the policy statement in line with occupational health and safety standards in order to enhance the performance of the organisation in all areas of LLDC activity, it will also formalise governance, reporting and performance measurement.
- 3.3 The revised draft health and safety policy is included at appendix 1 (contains exempt information).

#### **4 FINANCIAL IMPACT**

- 4.1 By having a suitable and sufficient policy in place together with an underpinning management system this could help reduce insurance premiums and other potential financial losses.

#### **5 REPUTATIONAL IMPACT**

- 5.1 A Health and Safety Policy is a requirement of Section 2(3) of the Health and Safety at Work Act 1974 and the Employers' Health and Safety Policy Statements (Exception) Regulations 1975, failure to have an effective and up to date policy could result in prosecution from the Health and Safety Executive or from Local Authority Environmental Health Officers and would therefore affect the reputation of LLDC.

#### **6 APPENDICES**

Appendix 1 - Revised draft Health and Safety policy (exempt information)

<b>List of Background Papers</b>
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| <ul style="list-style-type: none"><li>• None</li></ul> |
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**Subject:** LLDC Venue Safeguarding Report September 2019  
**Meeting date:** 26 September 2019  
**Report to:** Health, Safety and Security Committee  
**Report of:** Peter Tudor, Director of Visitor Services

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**This report will be considered in public**

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## **1. SUMMARY**

- 1.1. This paper provides an update on Safeguarding for 2019 as reported by the following venues:
- ArcelorMittal Orbit
  - Copper Box Arena
  - London Aquatics Centre
  - The Last Drop
  - Timber Lodge
  - 3 Mills Studios
  - London Stadium
  - LLDC Events
  - Our Parklife (Park Champions programme)
- 1.2. Safeguarding arrangements are in place, where appropriate, by third party hirers delivering the external events programme, with assurance provided by LLDC. LLDC's limited programme of self-produced events follows the LLDC policy.
- 1.3. There were six incidents in total. Three incidents were reported from the venues and zero causes for concern. There have been three reported incidents within the Park.
- 1.4. LLDC is not responsible for the Lee Valley venues or Here East.

## **2. RECOMMENDATION**

- 2.1. **The Committee is asked to note this report.**

## **3. ARCELORMITTAL ORBIT**

- 3.1. The ArcelorMittal Orbit (AMO) is managed by ENGIE Services Ltd. Engie's Safeguarding Policy was last updated in October 2017. ENGIE incorporate the SHEQ Toolbox into their staff training.
- 3.2. Engie's AMO staff are trained on safeguarding issues as part of the induction process. LLDC has a copy of this. All permanent staff have a Disclosure and Barring Service (DBS) check completed before employment commences. Agency staff are provided with the details as part of the induction and must have a DBS check before commencing work.

- 3.3. Any concerns raised by staff are reported to Phil Whitehead, QEOP Security Operations Manager.
- 3.4. ENGIE state that there have been no incidents in 2019.

#### **4. COPPER BOX ARENA AND LONDON AQUATICS CENTRE**

- 4.1. The Copper Box Arena and London Aquatics Centre are managed by GLL. GLL's Safeguarding Policy was last updated in October 2018. GLL have detailed procedures in place underpinning the policy. LLDC has a copy of these.
- 4.2. All GLL staff receive basic Safeguarding information at induction, and enhanced training subject to the individual's role. Safeguarding is also a discussion item at performance reviews, and any safeguarding incidents/referrals are reviewed with each General Manager and each Regional Manager.
- 4.3. Part time staff receive the same induction training. Agencies supplying staff are required to have Safeguarding policies in place.
- 4.4. The QUEST assessments undertaken by LAC (23 and 24 October 2018) and CBA (30 and 31 October 2018) both included the Safeguarding module and both venues scored a mark of 'Excellent'.
- 4.5. Any concerns raised by staff are reported to Muir Forest, GLL's National Safeguarding Manager, and the Regional Manager responsible for the two venues.
- 4.6. In 2019 there have no referrals regarding incidents at LAC and CBA.
- 4.7. Essex Police contacted the LAC in April 2019 regarding photographs found on a suspect's phone; the police believed that the photographs had been taken at the LAC, but this was not verified and the police have not subsequently contacted GLL.

#### **5. THE LAST DROP (THE PODIUM)**

- 5.1. The Last Drop (TLD) cafe is managed by ENGIE Services Ltd. Engie's Safeguarding Policy was last updated in October 2017.
- 5.2. Engie's TLD staff are trained on safeguarding issues as part of the induction process. LLDC has a copy of this. All permanent staff have a DBS check completed before employment commences. Agency staff are provided with the details as part of the induction and must have a DBS check before commencing work.
- 5.3. Any concerns raised by staff are reported to Phil Whitehead, QEOP Security Operations Manager.
- 5.4. ENGIE state that there have been no incidents in 2019.

#### **6. TIMBER LODGE KIOSKS**

- 6.1. The Timber Lodge café and the south Park kiosks are managed by Company of Cooks. A copy of the Safeguarding Policy of the new tenant has been received. LLDC officers are working with Company of Cooks to develop this further.
- 6.2. Company of Cooks have confirmed that there have been no incidents reported in 2019.

## **7. 3 MILLS STUDIOS**

- 7.1. 3 Mills Studios are managed by Knight Frank. The Studio complex is used for film, theatre and television production, and includes a school of Screen Acting as well as – outside of the studio walls – the temporary premises of the East London Science School are housed in the Clock Mill building.
- 7.2. The existing safeguarding guidelines are being revised. LLDC has asked Knight Frank to develop a formal policy based on the likely risk groups attending the studio complex.
- 7.3. Knight Frank report no incidents in 2019.

## **8. LONDON STADIUM**

- 8.1. London Stadium is managed by LS185 and has a detailed Safeguarding Policy (revised July 2018).
- 8.2. LS185 report three instances of lost children being successfully reunited with parents/carers (April-June 2019).

## **9. LLDC EVENTS**

- 9.1. Most external events held at the Park are organised by third parties, and the LLDC Events Team assesses safe guarding requirements for each under guidance from the Head of Security. In general, most events have limited safeguarding requirements due to the nature of the attendees.
- 9.2. Events organised by LLDC in 2019 have included a Family Fun Day at Timber Lodge, the Great Get Together in the north Park, and the QEOP Summer School with 400 students aged 13-16 years old in August.
- 9.3. All events follow the LLDC Safeguarding Policy, with arrangements including Lost Children procedures and specific risk assessments around any identified vulnerable groups.
- 9.4. No issues were reported during these events.

## **10. OUR PARKLIFE (PARK CHAMPIONS PROGRAMME)**

- 10.1. The QEOP Park Champion volunteer programme is operated by Our Parklife (a Community Interest Company) under contract to ENGIE Services Ltd under the EFM contract.
- 10.2. Our Parklife has a separate Safeguarding Policy from ENGIE, and this is published in the volunteer handbook received by all volunteers. It is reviewed and approved by the OPL Board annually. LLDC has a copy of this.
- 10.3. All volunteers are ID checked before commencing duties.
- 10.4. LLDC and OPL are putting in place a process to carry out DBS checks on volunteers with relevant roles and securing budget to deliver this by year end.

## **11. GENERAL**

- 11.1. There was one specific referral to the LLDC Safeguarding email address from a concerned parent relating to a lone adult at one of the Park's playgrounds. This was investigated and the individual monitored; no action resulted.
- 11.2. There were two other incidents of lone males at playgrounds; one resulted in no action, and the second resulted in police attendance and the male's camera images deleted.

## **12. SAFEGUARDING POLICY**

- 12.1. LLDC's updated Safeguarding Policy for children and vulnerable people sets out the obligations of LLDC, venues and event owners under the Safeguarding Vulnerable Groups Act 2006.
- 12.2. The policy was approved by the LLDC Executive in September 2018. The Board requested that it be reviewed by NSPCC. Following this, there was a request that the policy be reviewed in line with local authorities.
- 12.3. The London Borough of Newham Local Authority Designated Officer conducted a review of the policy and has confirmed it now fits with Borough policies.
- 12.4. The revised policy was considered by the Board on 16 September 2019. The Board approved the policy subject to amendments to be made, to include a specific reference to gangs, and the full text of modern slavery statement is attached at Appendix D.

## **13. APPENDICES**

- 13.1. Appendix 1 - LLDC revised safeguarding policy ( as reviewed by the LLDC Board on 16 September 2019).

<b>List of Background Papers:</b>
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None
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## Queen Elizabeth Olympic Park – Safeguarding Policy

August 2019

### Version Control

Version revision /	Date	Description of changes	Reviewed/edited by
V12.0	June 19	Addition of Section 17 and App D&E	Anthony Tolley
V13.0	June 19	Ammendments to Section wording	Anthony Tolley
V14.0	Aug 19	Minor Ammendments to lay out	Anthony Tolley
		Next Review June 2020	

### Approvals

Approval by	Name/Department	Signed (Y/N)	Date
Author	Tony Tolley – Park, Operations & Venues	Y	
Park, Operations and Venues	Mark Camley – Exec Director POV	N	
EMT/Board		N	

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# 1. Executive Summary

- 1.1 This policy and associated procedures outline the principles and approach applied by London Legacy Development Corporation (LLDC) on Safeguarding.
- 1.2 It relates to the Safeguarding of children (under 16), young people (16-18) and adults at risk (18 up) and also those at risk of radicalisation.
- 1.3 Safeguarding is everyone's responsibility. Whilst there are specific lead responsibilities identified within LLDC, it is everyone's responsibility to safeguard and protect children, young people and adults at risk. All staff are responsible for reporting any safeguarding concerns to their Head of Department and/or a Designated Safeguarding Officer. A list of the Designated Safeguarding Officers can be found within this document. (Section 7)
- 1.4 Safeguarding issues are likely to come to light through one of four main methods: direct observation, disclosure from a child or adult at risk, observation by a third party or referral from an external Public, Statutory or Regulatory Body (PSRB).
- 1.5 It is important to report any concern promptly and not to assume that someone else will have reported it. If you are told that the authorities are already aware of a concern you still need to report it to a Designated Safeguarding Officer so that this can be confirmed officially. You do not need to make a judgement on how serious a concern is, or even whether you believe a concern to be true. You are not responsible for deciding whether or not abuse has occurred or assessing the level of risk.
- 1.6 Anyone wishing to report a suspicion or concern should complete the Safeguarding Incident Reporting Form (Appendix A), keeping as accurate a record as possible of events or reports. If the disclosure is from the individual themselves, then care must be taken, not to lead or interrogate the individual in a way that could prejudice further action by the relevant authorities. The initial formal reporting of any incident or disclosure should be sent through a Designated Safeguarding Officer.
- 1.7 In all such instances once a report has been provided to, or prepared by, a Designated Safeguarding Officer, the officer will work with a Senior Lead for Safeguarding to determine the most appropriate course of action.
- 1.8 A flowchart of the procedure to report a concern is at Appendix B.
- 1.9 A flowchart of the procedure to report concerns of radicalisation is at Appendix C

## **2. Safeguarding Policy**

- 2.1** London Legacy Development Corporation (LLDC) adopts the highest standards and take all reasonable steps in relation to the health, safety and welfare of children, young people and adults accessing its services and facilities.
- 2.2** LLDC believes that it is unacceptable for a child, a young person or an adult to experience any form of harm or abuse. Their welfare is paramount and they have the right to protection and support.
- 2.3** Safeguarding concerns may arise as a result of activities associated with LLDC; or a member of staff, contractor or volunteer acting on behalf of LLDC may become aware of safeguarding concerns about an individual, which are not related to LLDC activities, nor within LLDC's control.
- 2.4** This policy and associated procedures cover all such instances and outline the principles and approach accepted by LLDC as essential to safeguarding.
- 2.5** LLDC is predominantly an adult environment, however it recognises its responsibility to promote and safeguard the welfare of children, young people and adults at risk, especially as the estate as a whole is publicly accessible to all age groups. LLDC will work in partnership with the individuals, their parents, carers, employers and other agencies as appropriate to promote and safeguard the welfare of individuals and to minimise the risks of harm.



### **3. Purpose and Aims**

**3.1** The purpose of London Legacy Development Corporation's safeguarding policy is to ensure every adult and child is safe and protected from harm. This means we will always work to:

- Protect children, young people and adults from maltreatment.
- Prevent impairment to, children, young people's and adults' health or development.
- Identify children, young people and adults who may be in need of extra help.
- Ensure that our services assist children, young people and adults to be safe.

**3.2** This policy will give clear direction to staff, volunteers, those in receipt of our services and parents about expected behaviour and our responsibilities to safeguard and promote the welfare of all children, young people and adults.

**3.3** LLDC fully recognises the contribution it can make to protect adults and children from harm and supporting and promoting the welfare of those coming into contact with our organisation. The basis of our policy is prevention, protection and support.

**3.4** This policy applies to all those receiving services from or providing services on behalf of LLDC.

**3.5** LLDC is committed to ensuring that all people management policies, and their application, are free from any form of discrimination on the grounds of: race, pregnancy and being a parent, disability, gender, gender identity, religion/belief, age, sexual orientation, or any other personal characteristics.

## 4. Legislation and Statutory Guidance

4.1 This policy is based on the Department for Education's statutory guidance Working Together to Safeguard Children 2018. We comply with the procedures set out by our local safeguarding children and adults board.

The following legislation/guidance also inform this policy:

- **The Children Act 1989** (and **2004 amendment**), which provides a framework for the care and protection of children.
- **The Care Act 2014**, which provides a framework for the care and protection of adults.
- **The Rehabilitation of Offenders Act 1974**
- **The Protection of Freedoms Act 2012**
- **Domestic Violence, Crime and Victims (Amendment) Act 2012**
- **The Equality Act 2010**
- **Mental Capacity Act 2005**
- **Sexual Offences Act 2003**
- **The Human Rights Act 1998**
- Schedule 4 of the **Safeguarding Vulnerable Groups Act 2006**
- **The Childcare (Disqualification) Regulations 2009** and **Childcare Act 2006**
- **The Childcare (Disqualification) and Childcare (Early Years Provision Free of Charge) (Extended Entitlement) (Amendment) Regulations 2018**
- **What to do if you're worried a child is being abused'. DfE (March 2015)**
- **Information sharing: advice for practitioners providing safeguarding services (July 2018)**
- **Mandatory Reporting of Female Genital Mutilation - procedural information' (October 2015)**
- **The Revised Prevent duty guidance: Guidance for specified authorities in England and Wales on the duty in the Counter-Terrorism and Security Act 2015 to have due regard to the need to prevent people from being drawn into terrorism**
- **Child Sexual Exploitation: A definition and guide for practitioners, local leaders and decision makers DfE (2017)**
- **London Child Protection Procedures (5th Edition 2017)**
- **Keeping Children Safe in Education 2018**
- Newham Safeguarding Children Board procedures.
- **Modern Slavery Act 2015**
- Victims of Modern Slavery – Frontline staff Guidance V3
- The National Referral Mechanism Guidance 2016
- **The Anti-social Behaviour, Crime and Policing Act 2014**

## 5. Definitions

- **Children** includes everyone under the age of 18.
- **Adults** includes everyone aged 18 and over.
- **Safeguarding and promoting the welfare of children and adults** means:
  - i. *Protecting* children, young people and adults from maltreatment
  - ii. *Preventing* impairment of children's or adult's health or development
  - iii. *Ensuring* that children grow up in circumstances consistent with the provision of safe and effective care
  - iv. *Taking action* to enable all adults and children to have the best outcomes
- **Child protection** is part of this definition and refers to activities undertaken to prevent children suffering, or being likely to suffer, significant harm.
- **Abuse** is a form of maltreatment of a child or adult.
  - i. Somebody may abuse or neglect an adult or child by inflicting harm, or by failing to act to prevent harm.
  - ii. Adults and children may be abused in a family or in an institutional or community setting by those known to them or, more rarely, by others (including via the internet).
  - iii. They may be abused by an adult or adults, or another child or children.
- **Neglect** is a form of abuse and is the persistent failure to meet a child or adult's basic physical and/ or psychological needs, likely to result in the serious impairment of the child's health or development. Neglect may occur during pregnancy as a result of material substance abuse. Once a child is born, neglect may involve a parent or carer *failing* to:
  - i. Provide adequate food, clothing or shelter (including exclusion from home or abandonment).
  - ii. Protect a child or adult from physical and emotional harm or danger.
  - iii. Ensure adequate supervision (including the use of inadequate care-givers) or ensure access to appropriate medical care or treatment.
  - iv. It may also include neglect of, or unresponsiveness to, a child or adult's basic emotional needs.
- **Self-neglect** covers a wide range of behaviour: neglecting to care for one's personal hygiene, health or surroundings and includes behaviour such as hoarding.
- **Physical Abuse** - includes hitting; slapping; pushing; kicking; misuse of medication; restraint or inappropriate sanctions.
- **Sexual Abuse** - including rape; sexual harassment; inappropriate looking or touching; sexual teasing or innuendo; sexual photography; subjection to pornography or witnessing sexual acts; indecent exposure; sexual assault or sexual acts to which the adult has not consented or was pressured into consenting.
- **Modern Slavery** encompasses slavery; human trafficking; forced labour and domestic servitude. Traffickers and slave masters use whatever means they have at their disposal to coerce deceive and force individuals into a life of abuse, servitude and inhumane treatment.
- **Capacity** refers to the ability to make a decision at a particular time, for example when under considerable stress. The starting assumption must always be that a person has the capacity to make a decision unless it can be established that they lack capacity under the **Mental Capacity Act 2005**.

- **Organisational Abuse** - including neglect and poor care practice within an institution or specific care setting such as a hospital or care home - for example; or in relation to care provided in one's own home.
  - i. This may range from one-off incidents to on-going ill-treatment.
  - ii. It can be through neglect or poor professional practice as a result of the structure, policies, processes and practices within an organisation.
- **Discrimination** - discrimination is abuse which centers on a difference or perceived difference particularly with respect to race, gender or disability or any of the protected characteristics of the **Equality Act 2010**.
- **Financial or Material Abuse** - including theft; fraud; internet scamming; coercion in relation to an adult's financial affairs or arrangements; including in connection with wills; property; inheritance or financial transactions; or the misuse or misappropriation of property; possessions or benefits.
- **Emotional or Psychological Abuse** - includes threats of harm or abandonment; deprivation of contact; humiliation; blaming; controlling; intimidation; coercion; harassment; verbal abuse; isolation or withdrawal from services or supportive networks.
- **Cyber Bullying** - cyber bullying occurs when someone;
  - i. Repeatedly makes fun of another person online or repeatedly picks on another person through emails or text messages; uses online forums with the intention of harming; damaging; humiliating or isolating another person.
  - ii. It can also be used to carry out many different types of bullying (such as racist or homophobic bullying and/or bullying related to special educational needs and disabilities) but instead of the perpetrator carrying out the bullying face-to-face, they use technology as a means to do it.
- **Forced Marriage** - forced marriage is a term used to describe a marriage in which one or both of the parties are married without their consent or against their will.
  - i. A forced marriage differs from an arranged marriage, in which both parties consent to the assistance of a third party in identifying a spouse.
  - ii. **The Anti-social Behaviour, Crime and Policing Act 2014** makes it a criminal offence to force someone to marry.
- **Mate** - a mate crime as defined by the Safety Net Project is *"when vulnerable people are befriended by members of the community who go on to exploit and take advantage of them. It may not be an illegal act but still has a negative effect on the individual"*.
  - i. Mate Crime is carried out by someone the adult knows and often happens in private.
  - ii. In recent years there have been a number of Safeguarding Adult Reviews relating to people with a learning disability who were murdered or seriously harmed by people who purported to be their friend.
- **Radicalisation - The Prevent Duty Guidance** defines radicalisation as *"the process by which a person comes to support terrorism and extremist ideologies associated with terrorist groups"*.
  - i. The aim of radicalisation is to attract people to their reasoning, inspire new recruits and embed their extreme views and persuade vulnerable individuals of the legitimacy of their cause.
  - ii. This may be direct through a relationship, or through social media.

## 6. Our Ethos

### 6.1 Children

- 6.1.1** The child's welfare is of paramount importance. LLDC will establish and maintain an ethos where children feel secure, are encouraged to talk, are listened to and are safe. Children will be able to talk freely to any member of staff if they are worried or concerned about something.
- 6.1.2** Everyone who comes into contact with children and their families has a role to play in safeguarding children. We recognise that staff at LLDC play a particularly important role as they are in a position to identify concerns early and provide help for children to prevent concerns from escalating. All staff are advised to maintain an attitude of *"it could happen here"* · where safeguarding is concerned. When concerned about the welfare of a child, staff members must always act in the best interests of the child.
- 6.1.3** All staff will, through induction, know how to recognise emerging needs and indicators of concern, how to respond to a disclosure from a child and how to record and report this information. They will not make promises to any child and will not keep secrets. Every child will know what the adult will have to do with any information they have chosen to disclose should it outline a safeguarding concern. Identified posts will receive specific training befitting their roles.

### 6.2 Adults

- 6.2.1** LLDC supports the six principles of adult safeguarding as outlined by **The Care Act 2014**. These principles underpin our safeguarding policy in relation to adults.

- i. **Empowerment** - People being supported and encouraged to make their own decisions and informed consent.  
*"I am asked what I want as the outcomes from the safeguarding process and these directly inform what happens."*
- ii. **Prevention** - It is better to take action before harm occurs.  
*"I receive clear and simple information about what abuse is, how to recognise the signs and what I can do to seek help."*
- iii. **Proportionality** - The least intrusive response appropriate to the risk presented.  
*"I am sure that the professionals will work in my interest, as I see them and they will only get involved as much as needed."*
- iv. **Protection** - Support and representation for those in greatest need.  
*"I get help and support to report abuse and neglect. I get help so that I am able to take part in the safeguarding process to the extent to which I want."*
- v. **Partnership** - Local solutions through working with communities. Communities have a part to play in preventing, detecting and reporting neglect and abuse.  
*"I know that staff treat any personal and sensitive information in confidence, only sharing what is helpful and necessary. I am confident that professionals will work together and with me to get the best result for me."*
- vi. **Accountability** - Accountability and transparency in delivering safeguarding.  
*"I understand the role of everyone involved in my life and so do they."*

- 6.3 All adults, regardless of age, ability or disability, gender, race, religion, ethnic origin, sexual orientation, marital or gender status have the right to be protected from abuse and poor practice and to participate in an enjoyable and safe environment.
- 6.4 LLDC will seek to ensure that we are inclusive and make reasonable adjustments for any ability, disability or impairment, we will also commit to continuous development, monitoring and review.
- 6.5 The rights, dignity and worth of all adults will always be respected.
- 6.6 We recognise that ability and disability can change over time, such that some adults may be additionally vulnerable to abuse, for example those who have a dependency on others or have different communication needs.
- 6.7 We recognise that a disabled adult may or may not identify themselves or be identified as an adult 'at risk'.
- 6.8 We all have a shared responsibility to ensure the safety and well-being of all adults and will act appropriately and report concerns.
- 6.9 At all times we will work in partnership and endeavour to establish effective working relationships with parents, carers and colleagues from other agencies in line with **Working Together to Safeguard Children 2018, The Care Act 2014, and Newham Safeguarding Children Board procedures.**

## 7. Roles and Responsibilities

### 7.1 Roles and Contacts

Designated Safeguarding Officer (DSO)	Peter Tudor	07890510074
Designated Safeguarding Deputy (DSD)	Tony Tolley	07883752486
Senior Lead (Board Member) for Safeguarding	Simon Blanchflower	02032881800
HR Lead for Safeguarding	Andrea Gordon	02032881800
<b>GENERAL CONTACT EMAIL</b>	<b>safeguarding@londonlegacy.co.uk</b>	

- 7.2** It is the responsibility of every member of staff and regular visitor to ensure that they carry out the requirements of this policy and, at all times, work in a way that will safeguard and promote the welfare of all children and vulnerable adults. This includes the responsibility to provide a safe environment.

### 7.3 The Senior Lead (Champion) for Safeguarding

**7.3.1** The Senior Lead for Safeguarding at LLDC is accountable for ensuring the effectiveness of this policy and our compliance with it.

**7.3.2** The Senior Lead (Champion - Board Member) for Safeguarding will ensure that:

- The safeguarding policy is in place and is reviewed annually, is available to the public and has been written in line with statutory guidance and the requirements of Newham Safeguarding Children Board and Adults Board's procedures.
- A senior member of staff from LLDC staff is designated to take the lead responsibility (Designated Safeguarding Officer) for safeguarding.
- To ensure that Safeguarding is included as an agenda item at Board meetings whenever appropriate.
- To ensure that the Board takes safeguarding issues into consideration when making decisions.
- To contribute to and to approve the Safeguarding Action Plan.
- To present to the Board, on an annual basis, an update on Safeguarding.
- To help ensure that all employees receive up to date training on Safeguarding.

### 7.4 The Designated Safeguarding Officer (and deputy)

**7.4.1** The Designated Safeguarding Officer is a member of staff who takes lead responsibility for safeguarding and child protection at LLDC. The DSO will carry out their role in accordance with the responsibilities outlined in **Working Together to Safeguard Children 2018**.

- The DSO will provide advice and support to other staff. Any concern for a child/adult's safety or welfare will be recorded in writing and given to the DSO.
- During working hours, the DSO and/or a deputy will always be available for staff to discuss any safeguarding concerns. If a DSO is not available in person, we will ensure that they are available via telephone and/or any other relevant media.
- Procedures are in place for dealing with allegations against members of staff and volunteers who work with children in line with statutory guidance.

- Any weakness with regard to safeguarding arrangements that are brought to their attention will be remedied without delay.
- Policies and procedures, particularly concerning referrals of cases of suspected abuse and neglect, are followed by staff.
- All staff and volunteers feel able to raise concerns about poor or unsafe safeguarding practice and such concerns are addressed sensitively in accordance with agreed internal procedures.
- Through appropriate training, knowledge and experience our DSO will liaise with Police, Adult's or Children's Services where necessary, and make referrals of suspected abuse.
- The DSO will maintain written records ensuring that they are kept confidential and stored securely.
- The DSO is responsible for ensuring that all staff members and volunteers are aware of our policy and the procedure they need to follow. They will ensure that all staff, volunteers and regular visitors have received appropriate safeguarding information during their induction and that any training needs are identified.
- All staff receive a safeguarding induction and are provided with a copy of this policy and the staff code of conduct.
- All staff undertake appropriate safeguarding training relevant to their role.
- Procedures are in place for dealing with allegations against members of staff and volunteers who work with children in line with statutory guidance.
- Liaison will take place with the Designated Officer for the Local Authority (commonly known as 'LADO') in the event of an allegation of abuse being made against a member of staff where their role involves working with children.
- Together with the HR lead for Safeguarding ensuring that adequate up to date and informed procedures and processes are in place for dealing with allegations against members of staff and volunteers who work with children in line with statutory guidance.
- Together with the HR lead for Safeguarding, ensure that Safer recruitment practices are in place and are followed to prevent individuals who may pose a risk to children from having access to children within the organisation.
- Ensure all estate operators and event owners safeguarding policies are in place and that there is alignment with the LLDC Safeguarding Policy.



## 8. Training and Induction

- 8.1** When new staff join our organisation, they will be informed of the safeguarding arrangements in place. They will be given a copy of the LLDC safeguarding policy along with the staff code of conduct and told who our Designated Safeguarding Officers are. All staff are expected to read these key documents.
- 8.2** Every new member of staff or volunteer that comes into regular contact with children and vulnerable adults will receive safeguarding training during their induction period. This programme will include information relating to how to manage a disclosure from a child, how to record concerns, and the remit of the role of the DSO. The training will also include information about whistle-blowing in respect of concerns about another adult's behaviour and suitability relating to their work with children and/or vulnerable adults.
- 8.3** Guidance about acceptable conduct will also be given to all staff during induction. These are sensible steps that every adult should take in their daily professional conduct with children. All staff are expected to carry out their work in accordance with this guidance and will be made aware that failure to do so could lead to disciplinary action.
- 8.4** In addition to the safeguarding induction, we will ensure that mechanisms are in place to assist staff to understand and discharge their role and responsibilities. In order to achieve this we will ensure that:
- i. All staff members undertake appropriate safeguarding training based on their role profile.
  - ii. Staff members receive safeguarding updates where appropriate (for example, via email, e-bulletins, staff meetings), as required to provide them with the relevant skills and knowledge to safeguard children and adults effectively.
  - iii. All regular visitors, temporary staff and volunteers will be given a set of our safeguarding procedures. They will be informed of whom our Senior Lead for Safeguarding and DSO are and what the recording and reporting system is.
  - iv. We encourage our staff and operators to keep up to date with the most recent local and national safeguarding advice and guidance accessible via Newham Safeguarding Children Board and Adults Board and also the London Child Protection Procedures.
  - v. All Leads and Officers for Safeguarding will also undertake and keep up to date appropriate training to ensure they are able to carry out their duty to safeguard all of the children or vulnerable adults coming into contact with LLDC.

## 9. Procedures for Managing Pathways to Help and Support

- 9.1 LLDC adheres to safeguarding procedures that have been agreed locally with Newham Safeguarding Children Board and Adults Board. Where we identify vulnerable adults or children and families in need of support, we will carry out our responsibilities in accordance with Newham Safeguarding Children Board and Adults Board guidance.
- 9.2 Every member of staff (including volunteers) working at LLDC are advised to maintain an attitude of *“it could happen here”* where safeguarding is concerned. When concerned about the welfare of a child or vulnerable adult, staff members should always act in the interests of the child or vulnerable adult and have a responsibility to take action as outlined in this policy.
- 9.3 All staff members are encouraged to report and record any worries and concerns that they have and not see these as insignificant. On occasions, a referral is justified by a single incident such as an injury or disclosure of abuse. More often however, worries and concerns accumulate over a period of time and are evidenced by building up a picture of harm over time; this is particularly true in cases of emotional abuse and neglect. In these circumstances, it is crucial that staff record and pass on worries and concerns in accordance with this policy to allow the relevant authorities to build up a picture and intervene with support at the earliest opportunity. A reliance on memory without accurate and contemporaneous records of concern could lead to a failure to protect.
- 9.4 It is ***not the responsibility*** of staff to investigate welfare concerns or determine the truth of any disclosure or allegation. All staff, however, have a duty to recognise concerns and pass the information on in accordance with the procedures outlined in this policy.
- 9.5 The DSO should be used as a first point of contact for worries, concerns and queries regarding any safeguarding concerns at LLDC. Any member of staff or visitor who receives a disclosure of abuse or suspects that a child or vulnerable adult is at risk of harm must report it immediately to the DSO. In the absence of a DSO, the matter should be brought to the attention of the Senior Lead for Safeguarding.
- 9.6 All concerns about a child or vulnerable adults should be reported without delay and recorded in writing using the agreed procedures.
- 9.7 Following receipt of any information raising concern, the DSO will consider what action to take. All information and actions taken, including the reasons for any decisions made, will be fully documented.
- 9.8 The DSO will decide whether to make a referral to the Police, Adults or Children's Services when there are safeguarding concerns.
- 9.9 If a referral to Adults or Children's Services has not met the threshold for support or statutory intervention, the DSO will make a full written record of the decision and outcome.

- 9.10** If at any point, there is a risk of immediate serious harm to an adult or child, a referral should be made to the Police. Anybody can make a referral.
- 9.11** Staff should always follow the reporting procedures outlined in this policy in the first instance. However, they may also share information directly with Children's Services, Adults' Services or the Police if:
- i. The situation is an emergency and the DSO and the Senior Lead for Safeguarding are unavailable.
  - ii. They are convinced that a direct report is the only way to ensure the adult or child's safety.
  - iii. They believe that a reported allegation or concern is not being dealt with appropriately by their organisation.
- 9.12** Any member of staff who does not feel that concerns about a child have been responded to appropriately and in accordance with the procedures outlined in this policy should raise their concerns with the Senior Lead for Safeguarding. If any member of staff does not feel the situation has been addressed appropriately at this point, they should contact Adult Services or Children's Services directly with their concerns.
- 9.13** We recognise that children are also vulnerable to physical, sexual and emotional abuse by their peers or siblings. Abuse perpetrated by children can be just as harmful as that perpetrated by an adult, so it is important to remember the impact on the victim of the abuse as well as to focus on the support for the child or young person exhibiting the harmful behaviour. Such abuse will always be taken as seriously as abuse perpetrated by an adult and staff must never tolerate or dismiss concerns relating to peer on peer abuse.
- 9.14** We recognise that children and adults with special educational needs and disabilities (SEND) can face additional safeguarding challenges. These can include:
- i. Assumptions that indicators of possible abuse such as behaviour, mood and injury relate to the adult or child's disability.
  - ii. Adults or children with SEND can be disproportionately impacted by issues such as bullying without outwardly showing any signs.
  - iii. Communication barriers and difficulties in overcoming these barriers.
- 9.15** LLDC recognises that some of our staff (especially Community and Regeneration; Park, Operations and Venues and E20) are well placed to identify concerns to help prevent child sexual exploitation and have a vital role in identifying signs that sexual exploitation may be taking place. Any staff member that has a concern regarding sexual exploitation should inform the DSO who will liaise with Police and Children's Services.
- 9.16** LLDC recognises that our staff may be placed to identify concerns to prevent children from becoming victims of Female Genital Mutilation (FGM) and other forms of so-called 'honour-based' violence (HBV). If staff have a concern regarding a child or adult that might be at risk of HBV they should inform the DSO who will liaise with the Police and Children's Services.
- 9.17** We recognise that safeguarding against radicalisation and extremism is no different to

safeguarding against any other form of vulnerability in today's society. At LLDC, we will ensure that:

- i. Through training, staff and volunteers have an understanding of what radicalisation and extremism is, why we need to be vigilant and how to respond when concerns arise.
- ii. The safeguarding team have received relevant training in this area and the DSO will act as the point of contact for any concerns relating to radicalisation and extremism.
- iii. The DSO will make referrals to Adults and/or Children's Services and will represent our organisation at meetings as required.

**9.18** When Dealing with Disagreement and Escalation of Concerns, the DSO or other appropriate member of staff will:

- i. Contact the line manager in children's social care if they consider that the social care response to a referral has not led to the child being adequately safeguarded and follow this up in writing.
- ii. Contact the line manager in children's social care if they consider that the child is not being adequately safeguarded by the child protection plan and follow this up in writing.
- iii. Use the Local Authority Escalation Policy if this does not resolve the concern.

**9.19** If staff are concerned about the welfare or safety of any child or vulnerable adult at LLDC, they will record their concern on the agreed reporting procedure. Any worries or concerns should be passed to the DSO without delay.

**9.20** Any information recorded will be kept in a secure cabinet or electronically. These files will be the responsibility of the DSO/HR. The information will only be shared on a basis of 'need to know' in the adult's or child's interests and on the understanding that it remains strictly confidential.

## 10. Records and Information Sharing

- 10.1** If staff are concerned about the welfare or safety of any child or vulnerable adult at LLLDC, they will record their concern on the agreed reporting procedure. Any worries or concerns should be passed to the DSO without delay.
- 10.2** Any information recorded will be kept in a secure cabinet or electronically. These files will be the responsibility of the DSO/HR. The information will only be shared on a basis of 'need to know' in the adult's or child's interests and on the understanding that it remains strictly confidential.
- 10.3** LLDC takes a proactive view on sharing information, whether this is when problems are first emerging or where there is a pre existing issue . LLDC is cognisant of the need to share information about other children and any adults with whom that child has contact, which may impact the child's safety or welfare. It recognises it is essential for the identification of patterns of behaviour when a child has gone missing, when multiple children appear to be associated with the same context or locations of risk. This outlook regarding effective information sharing supports the guidance in s10 of the **Children Act 2004**.
- 10.4** All Disclosure Barring Service (DBS) records will remain confidential and under the control of the Safeguarding Officer and HR Team. Records will not be stored beyond the legally defined period of time in accordance with DBS guidelines.
- 10.5** All data will be stored in line with the General Data Protection Regulations 2018(GDPR).

## **11. Safer Recruitment**

- 11.1** LLDC will use the recruitment and selection process to deter and reject unsuitable candidates. We do not accept testimonials. We will question the contents of application forms if we are unclear about them, we will undertake DBS checks when required to do so and use any other means of ensuring we are recruiting and selecting the most suitable people to work with vulnerable adults or children that receive services from our organisation. We will always undertake written references prior to employment.
- 11.2** We will maintain a record of all recruitment checks carried out in line with statutory requirements.
- 11.3** We will ensure that those responsible for recruiting staff have completed appropriate safer recruitment training. At all times, we will ensure that safer recruitment practices are followed in accordance with our requirements.
- 11.4** For those staff and volunteers who have new or historical entries on their DBS that may raise concerns of a safeguarding nature but not exclude them from being able to undertake their role, a risk assessment will be completed and kept on file outlining any measures that will be in place to manage any assessed risk.

## 12. Managing Allegations Against Staff and Volunteers

- 12.1** Our aim is to provide a safe environment which secures the wellbeing of children and vulnerable adults in receipt of a service from our organisation. We do, however, recognise that sometimes allegations of abuse are made.
- 12.2** We recognise that allegations, when they occur, are distressing and difficult for all concerned. We also recognise that some allegations are genuine and that there are individuals who deliberately seek to harm or abuse children or vulnerable adults.
- 12.3** We will take all possible steps to safeguard vulnerable adults or children and to ensure that those working for or on behalf of our organisation are safe to work with children and vulnerable adults. We will always ensure that the procedures outlined by **Working Together to Safeguard Children 2018** are adhered to and will seek appropriate advice from the Designated Officer for the Local Authority or Adults Safeguarding Contact for the Local Authority where appropriate.
- 12.4** If an allegation is made or information is received about any member of staff (or volunteer) who works with children (both within our organisation or outside our organisation):
- a) The member of staff receiving the information should inform the DSO and/or the Senior Lead for Safeguarding immediately. This includes concerns relating to agency and supply staff, trainees and volunteers.
  - b) We may also seek consultation with the LADO where we believe that an individual has behaved in a way in their personal life that raises safeguarding concerns. These concerns do not need to directly relate to a child.
  - c) Should an allegation be made against the DSO or against a member of staff above the level of the DSO, this will be reported to the Senior Safeguarding Lead.
- 12.5** The Designated Safeguarding Officer will seek advice from the Designated Officer for the Local Authority or Adults Safeguarding Contact for the Local Authority where appropriate within one working day. No member of staff will undertake further investigations before receiving further advice.
- a) Any member of staff or volunteer who does not feel confident to raise their concerns within the Organisation should contact the Designated Officer for the Local Authority or Adults Safeguarding Contact for the Local Authority directly.
  - b) LLDC will refer to the DBS any member of staff who has harmed, or poses a risk of harm, to children or vulnerable adults. This referral will be made as soon as possible after the resignation or removal of the individual in accordance with advice from the Human Resources Department.
- 12.6** How to respond to a person making an allegation of abuse
- In the case of disclosure:
- Stay calm
  - Listen carefully to what is said without interrupting
  - **Be non-judgemental**

- Explain that it is likely that the information will need to be shared with others, do not promise to keep secrets
- Make it clear that you are taking them seriously
- Allow the person to continue at his / her own pace
- **Do not** interrupt the individual as they give details of significant events
- In the event of an accusation, record only what is said (as is legally required).
- Keep questions to a minimum to ensure an accurate understanding of what has been said. Ensure that any questioning is neutral i.e. does not show a bias on either side. Any questions must be restricted for purposes of clarification only. Many cases fall down where it is possible to infer that leading questions were asked even at these early stages.
- **Do not** interrogate the individual and do not make suggestions to the individual about what may or may not have happened; your role is to listen and reassure only.
- Reassure the child or person that they have done the right thing in telling you.
- Reassure them that you are going to do everything that you can to help. Tell them what you will do next and with whom the information will be shared.
- Make as accurate a record of what was said and done as soon as possible and before leaving work or talking to others. Use the participant's own words. Also record the date, time and venue of the incident.
- Keep all original notes as they may be needed for evidence;
- **Do not** examine the individual to inspect alleged injuries;
- Report the allegation immediately to one of the Designated Safeguarding Officers or nominated authority for appropriate action;
- **Do not** discuss this with anyone else. If you require some reassurance yourself, tell the Designated Safeguarding Officer.
- **Do not** make any judgements or jump to conclusions on the basis of what you have heard or seen.
- If a disclosure occurs out of hours and you need immediate assistance use the contact details within this document to contact the Police for advice on 101.
- If you consider there to be serious, urgent immediate danger to a child, young person or adult you can refer to the Police on 999.
- It is important that everyone in the organisation is aware that the first person who encounters a case of alleged or suspected harm or abuse is not responsible for deciding whether or not abuse has occurred, this rests with professional safeguarding agencies.
- In the case of a disclosure from someone over the age of eighteen who is not an adult at risk themselves, your initial role is to encourage that individual to make direct contact with Social Services or the Police themselves unless you believe there is significant and immediate risk to other children or adults, in which case, follow the procedure to report matters to the Designated Safeguarding Officer.



## 13. Dealing with Concerns of Radicalisation

- 13.1** The duty to protect children, young people and adults from harm extends to protecting them from involvement in groups which set out to radicalise individuals.
- 13.2** Radicalisation refers to the process by which a person comes to support terrorism and forms of violent extremism leading to terrorism.
- 13.3** Within the government's Prevent Strategy, certain areas/public bodies and areas of interest have been identified as potential sites for radicalisation and LLDC have a duty to work in partnership with the regional Prevent co-ordinators, local authorities and the Police to minimise the risks of individuals becoming radicalised. Whilst it is recognised that no single measure will reduce radicalisation, it is believed that the only way is to target potential at risk vulnerable groups and individuals and try to re- assimilate them into society.
- 13.4** We are therefore required to;
- a) Understand and be vigilant about the risks of radicalisation
  - b) Communicate and promote the duty to prevent
  - c) Assess the risks of individuals being drawn into terrorism
  - d) Develop an action plan to reduce the risk
  - e) Train staff to recognise radicalisation and extremism
  - f) Ensure staff understand when and how to make referrals to regional co-coordinators and to channel and refer vulnerable people to channel
  - g) Manage extremist speakers and events
  - h) Manage access to extremist material
  - i) Challenge extremist ideas that promote terrorism
  - j) Maintain records and reports to ensure compliance.
- 13.5** Factors which are considered when determining whether an individual may be vulnerable to involvement with terrorism could include:
- **Identity Crisis** - Distance from cultural/ religious heritage and uncomfortable with their place in the society around them.
  - **Personal Crisis** – Family tensions; sense of isolation; low self-esteem; disassociating from existing friendship group and becoming involved with a new and different group of friends; searching for answers to questions about identity, faith and belonging.
  - **Personal Circumstances** – poverty, deprivation, local community tensions at home; events affecting country or region of origin; alienation from UK values; having a sense of grievance that is triggered by personal experience of racism or discrimination or aspects of Government policy.
  - **Unmet Aspirations** – Perceptions of injustice; feeling of failure; rejection of civic life.
  - **Criminality** – Victims of hate crime/discrimination. Experiences of imprisonment; poor resettlement/ reintegration, previous involvement with criminal groups.

- 13.6** Staff may become concerned about someone due to changes in behaviour or appearance, with the following possible indicators prompting cause for concern:
- Stopping contact with peers, only interested in contact with members of a particular ideological group;
  - Changes in a habitual style of dress;
  - Condonement of violence in support of an espoused ideology;
  - Quickness to anger, intolerance, close-mindedness;
  - Attitude to women;
  - Change in attitude;
  - Isolation;
  - Physical changes – clothing, tattoos;
  - Overt new religious practices;
  - Accommodation changes – posters etc;
  - Spreading messages and/or extremist views.
- 13.7** There may be many reasons for such changes, which is why a safeguarding approach should be adopted, since this will enable relevant services within and outside LLDC to identify an individual's needs and vulnerabilities. This includes deciding whether the Channel Process may be of benefit to the individual.
- 13.8** Dealing with concerns of radicalisation is in the Flowchart at Appendix C.
- 13.9** If a member of staff / volunteer is concerned that an individual may be/ have become becoming radicalised, s/he should contact the Designated Safeguarding Officer, who in turn will speak with relevant persons and authorities.

## **14. Link with other Policies**

- 14.1** This policy forms part of the overall set of policies and procedures that fall under our safeguarding umbrella as follows;
- Recruitment Policy
  - Whistleblowing Policy
  - Security plan
  - Health and Safety Policy

## 15. Local Authority and Useful Contacts

### 15.1 Designated Officer for (LBN)

Name - Nick Pratt

Email – [nick.pratt@newham.gov.uk](mailto:nick.pratt@newham.gov.uk)

Phone – 0203 3733803

### Designated Officer for (LBTH)

Name – LADO

Email – [LADO@towerhamlets.gov.uk](mailto:LADO@towerhamlets.gov.uk)

Phone – 0207 3640677/5290

### Designated Officer for (LBH)

Name – LADO

Email – [LADO@Hackney.gov.uk](mailto:LADO@Hackney.gov.uk)

Phone – 0208 3564569/8082

### 15.2 Adult Safeguarding contact for (LBN)

Name - no named person

Email - [Accessto.adultsocialcareteam@newham.gov.uk](mailto:Accessto.adultsocialcareteam@newham.gov.uk)

Phone - 0203 3730440

### Adult Safeguarding Contact for (LBH)

Name – No named person

Email – [adultprotection@hackney.gov.uk](mailto:adultprotection@hackney.gov.uk)

Phone – 0208 3565782

OOH – 0208 3562300

### Adult Safeguarding Contact for (LBTH)

Name – no named person

Email – [adultcare@towerhamlets.gov.uk](mailto:adultcare@towerhamlets.gov.uk)

Phone – 0207 3645005

### 15.3 MASH/ Childrens Services Details (LBN)

Email – [childrenstriagefax@newham.gov.uk](mailto:childrenstriagefax@newham.gov.uk)

Phone – 0203 3734600

OOH – 02084302000

### MASH/ Childrens Services Details (LBTH)

Email – [Mash@towerhamlets.gov.uk](mailto:Mash@towerhamlets.gov.uk)

Phone – 0207 3645601/5606

### 15.4 LLDC Contact Out Of Hours (OOH)

Park Operations Centre (POC) 03002012222

Communications and Public Affairs – contact POC if needed OOH for duty number.

## **16. Other Information**

### **16.1 Scope and application**

- a) Everyone has a responsibility to ensure that this safeguarding policy is followed. All staff, including third parties who are on site at Queen Elizabeth Olympic Park, must follow these guidelines. Matters of safeguarding and this policy will be discussed formally in the LLDC Health Safety and Security Committee that is chaired by the Senior Lead for Safeguarding.
- b) LLDC and its DSO will review any incidents, the circumstances of any cases and seek to determine whether there are any improvements that need to be made to the organisations procedures or practices. These reviews will be recorded accordingly and stored along with the incident files. We will review this policy to reflect any changes to legislation and best practice that may impact its use, or that of the associated procedure and guidance, within the organisation.

### **16.2 Whistleblowing**

- a) Everybody who attends the estate and venues has the right to be in a safe and positive environment. This section refers to how individuals (staff and volunteers) are given the right to make a complaint should they witness any concerns surrounding the protection of children or adult behaviour within LLDC and its estate.
- b) The LLDC aims to promote and pursue high standards of employment practices and encourage a climate and culture of openness in the workplace. Our whistleblowing policy aims to ensure that all staff are able to report any issues which they believe need to be brought to the attention of the management without fear of reprisal.
- c) A disclosure, will be protected and Confidentiality will be maintained wherever possible. The individual raising the concern will not suffer any detrimental treatment and will be supported as much as possible. For further guidance on whistleblowing you can refer to the LLDC policy.

## 17. Modern Slavery

- 17.1** The LLDC has taken steps to address the risks of slavery and human trafficking in its supply chains pursuant to **section 54 of the Modern Slavery Act 2015**. The statement can be found at Appendix D of this document.
- 17.2** Human trafficking is defined as a process that is a combination of three basic components under the **UNHCR (Guidelines 2006, Human trafficking)**:
- 1) Movement (including within the UK)
  - 2) Control, through harm/threat of harm or fraud
  - 3) For the purpose of exploitation
- 17.3** **The Palermo Protocol 2000** sets out that the recruitment, transportation, transfer, harbouring or receipt of persons, by means of the threat or use of force or other forms of coercion, of abduction, of fraud, of deception, of the abuse of power or of a position of vulnerability or of the giving or receiving of payments or benefits to achieve the consent of a person having control over another person, for the purpose of exploitation. Exploitation shall include, at a minimum, the exploitation of the prostitution of others or other forms of sexual exploitation, forced labour or services, slavery or practices similar to slavery, servitude or the removal of organs.
- 17.4** The **Modern Slavery Act 2015** brings together the legislative response to modern slavery. Modern slavery covers human trafficking, slavery, servitude and forced or compulsory labour. The Act includes:
- 1) Criminal offences;
  - 2) Law enforcement powers in relation to slavery and human trafficking;
  - 3) The Independent Anti-Slavery Commissioner;
  - 4) Protections for victims of slavery and human trafficking; and
  - 5) Transparency in supply chains, which requires businesses above a certain size to report on the steps they are taking to ensure slavery and trafficking does not occur in their supply chain.
- 17.5** Forms of Modern Slavery;
- **Forced labour** – any work or services which people are forced to do against their will under the threat of some form of punishment.
  - **Debt bondage or bonded labour** – the world’s most widespread form of slavery, when people borrow money they cannot repay and are required to work to pay off the debt, then losing control over the conditions of both their employment and the debt.
  - **Human trafficking**– involves transporting, recruiting or harbouring people for the purpose of exploitation, using violence, threats or coercion.
  - **Descent-based slavery** – where people are born into slavery because their ancestors were captured and enslaved; they remain in slavery by descent.
  - **Child slavery** – many people often confuse child slavery with child labour, but it is much worse. Whilst child labour is harmful for children and hinders their education and development, child slavery occurs when a child is exploited for someone else’s gain. It can include child trafficking, child soldiers, child marriage and child domestic slavery.
  - **Forced and early marriage** – when someone is married against their will and cannot leave the marriage. Most child marriages can be considered slavery.
  - Other types include Sexual Exploitation, Criminal Exploitation and Organ

## Harvesting

- 17.6** The **Care Act 2014** sets out a legal duty for Local Authorities and others to assess adults in need of care and support and meet 'eligible needs' in a way that promotes their wellbeing. This includes protecting adults from abuse or neglect as detailed above.
- 17.7** It requires Local Authorities and relevant partners (such as colleagues in health, housing and the police etc) to cooperate to safeguard adults in need who are at risk of abuse or neglect. It recognises exploitation, and specifically slavery and human trafficking, as a 'form of abuse and neglect.
- 17.8** Whilst LLDC is neither a first responder or a commercial organisation (as defined by the MSA) we have a duty to work with our partners/suppliers/contractors/operators and the supply chain to minimise/mitigate risk of it existing within.
- 17.9** Reporting lines under safeguarding Appedix E should be followed and the reporting form at Appendix A completed.
- 17.10** Further Guidance on Modern Slavery can be found on **Victims of Modern Slavery – Frontline staff Guidance V3** and **The National Referral Mechanism Guidance 2016**

**(a) Appendix A Incident report and outcome form for Safeguarding incidents**

**Private and Confidential**

**All incidents must be reported to the DSO immediately this is to avoid undue delay in action being taken to protect the child(ren) or adults at risk**

Names and contact details of reporter of incident (inc phone number, role within the organisation, relationship to the possible victim)
Names and contact details of possible victim (If they are willing to supply them. If they are not willing, are there any other contact details you can record?)
Name of person completing this form:
Phone number of person completing this form:
Date and time of incident:
Level of risk/harm Immediate      High      Moderate      Low <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>
Address and location of where incident occurred
Actions taken
Witnessed by
Evidence available? If so what
Known background information/history (if any)

State facts of incident **remember be factual and don't give opinions**

Signed:

Dated:

Once completed please **return immediately to the Designated Safeguarding Officer**, marked private and confidential, at Level 10, 1 Stratford Place, Montfichet Road, London, E20 1EJ email: [safeguarding@londonlegacy.co.uk](mailto:safeguarding@londonlegacy.co.uk)

**FOLLOW UP / Record of Outcome (to be completed by relevant DSO)**

Agencies and persons within involved:

Key Actions taken:

Actions remaining and timescales for resolution:

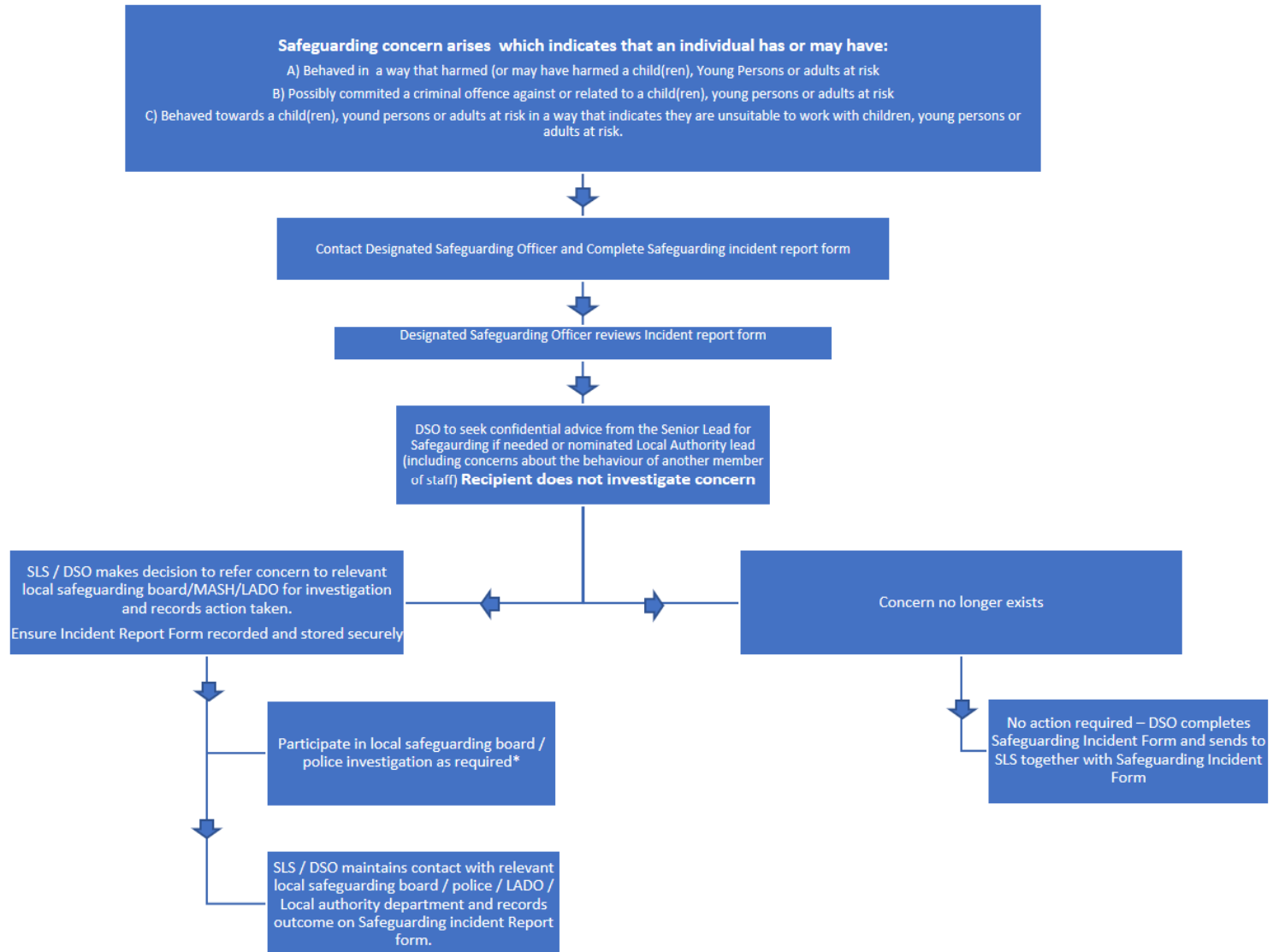


Outcome of referral:

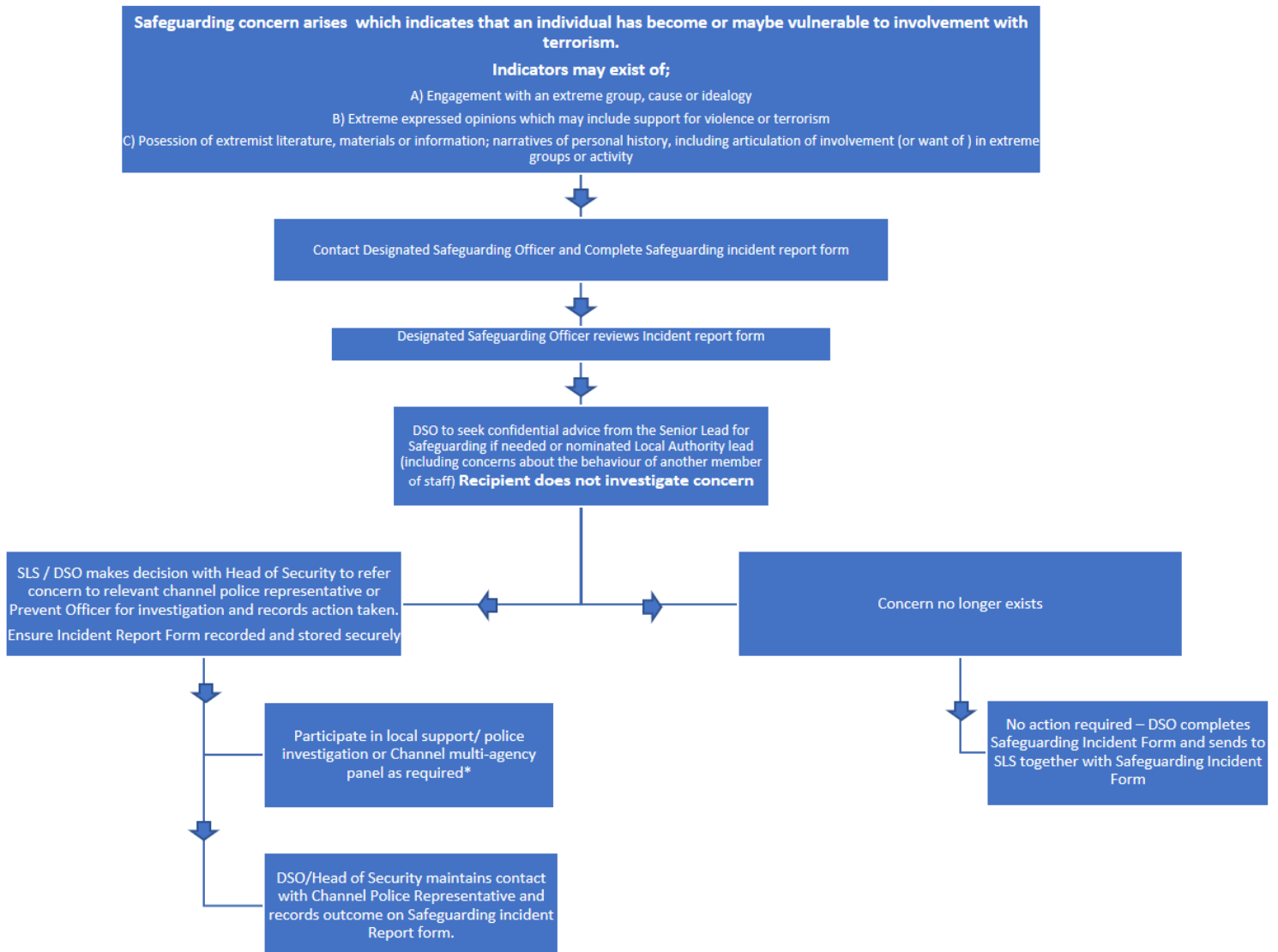
Issues to be addressed in area/organisation:

Any training/awareness issues arising from this referral:

## (b) Appendix B Flowchart for Reporting Safeguarding Concerns



## (c) Appendix C Flowchart for Reporting Radicalisation/Extremism Concerns



## (d) Appendix D Modern Slavery and Human Trafficking Statement<sup>1</sup>

Double Click Image to open

### Modern Slavery Statement

LLDC's Modern Slavery Statement for 2018/19 was approved by the Board in September 2018 and is set out below.

#### **London Legacy Development Corporation Modern Slavery and Human Trafficking Statement 2018/19**

*This Statement sets out the steps that the London Legacy Development Corporation (LLDC, the Corporation) has taken to address the risks of slavery and human trafficking in our supply chains pursuant to section 54 of the Modern Slavery Act 2015. Our aim is to inform our partners, suppliers, staff and the public about LLDC's policy with respect to modern slavery, human trafficking, forced and bonded labour and labour rights violations in our supply chains and the steps taken to identify, prevent and mitigate the risks. It outlines the policies and processes we have in place, the areas we have identified as high risk and the actions we have taken to mitigate such risks and the plans we have in place to strengthen our commitment to the Act.*

*While LLDC is not a "commercial organisation" as defined by the Act, so has no requirement to publish a statement, LLDC recognises that it is good practice to ensure that the Corporation is compliant with the Act. The Statement also applies to E20 Stadium LLP, a limited liability partnership which LLDC controls. This is our first annual Statement to be published setting out significant actions the Corporation will undertake in 2018/19 to further strengthen its work in respect to modern slavery.*

#### **LLDC's structure, business and supply chains**

*London Legacy Development Corporation is a Mayoral Development Corporation, established on 1 April 2012, under the provisions of the Localism Act 2011, with the vision of creating a dynamic new metropolitan centre for London. LLDC is owned by the Mayor of London and is part of the Greater London Authority (GLA) group.*

*In 2017/18, we spent over £70m on goods and services with over 400 suppliers. Our supply chains are generally simple and involve predominantly UK companies. Nevertheless, we do source goods and services from further afield from time to time. We recognise the importance of taking appropriate steps to reduce the risk of modern slavery within our supply chains.*

#### **LLDC's policies in relation to slavery and human trafficking**

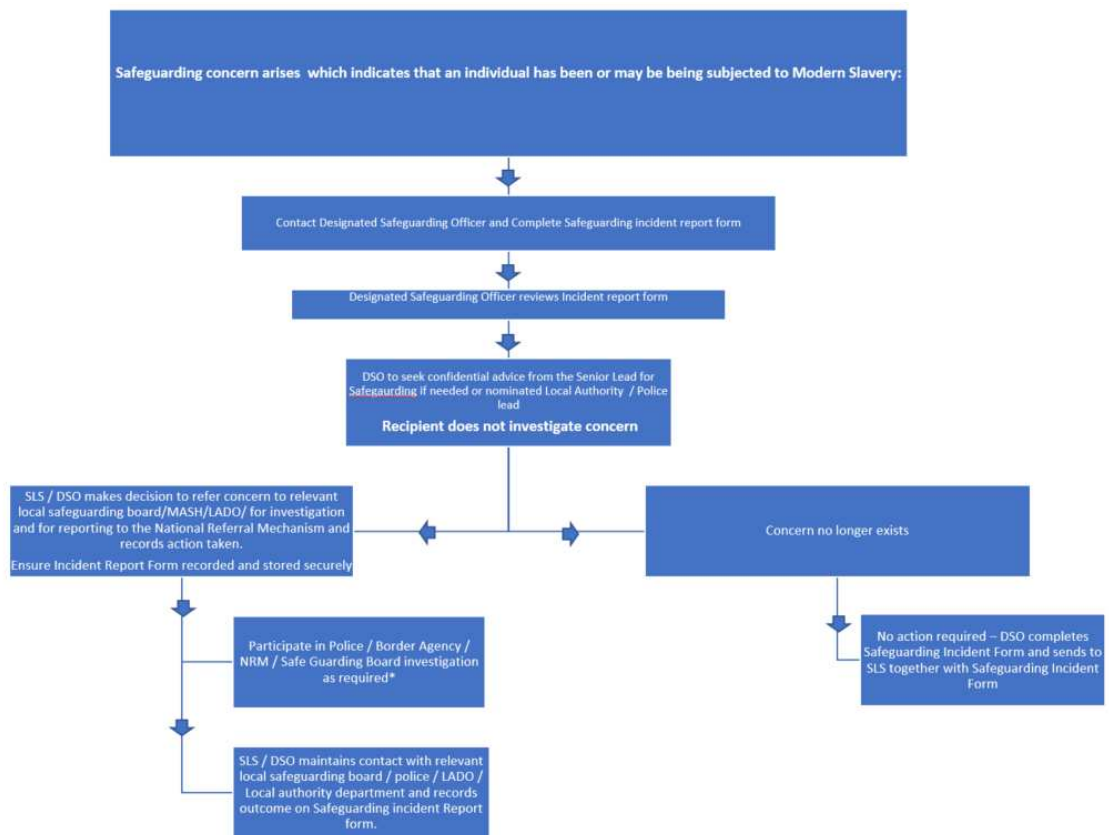
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Modern Slavery and Human Trafficking Statement

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<sup>1</sup> This is an Excerpt from the LLDC Annual Report and Statement and is an embedded PDF document

(e) **Appendix E Flowchart for Reporting Modern Slavery and Human Trafficking Concerns**



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**Subject:** Health, Safety and Security Risk Review  
**Meeting date:** 26 September 2019  
**Report to:** Health, Safety and Security Committee  
**Report of:** Mark Camley, Executive Director of Park Operations and Venues

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**This report will be considered in public**

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## **1. SUMMARY**

- 1.1. This paper is intended to update the Committee on major health and safety risks identified by LLDC.
- 1.2. An appendix is included in Part 2 of the Agenda, which contains exempt supplemental information. The information is exempt by virtue of part 1 paragraphs 3 and 7 of Schedule 12A in that it contains information relating to the business affairs of the London Legacy Development Corporation (LLDC).

## **2. RECOMMENDATION**

- 2.1 **The Committee is asked to note this report and its appendix.**

## **3. BACKGROUND**

- 3.1. At its 12 March 2019 meeting the Committee considered an update of independent review of LLDC's major health and safety risks. This report was originally undertaken in summer 2017 and shared with the Board in September 2017. The Executive Management Team carried out a review of that report and updated it to reflect the current position and had this assured by Lawrence Waterman, LLDC's health and safety consultant.
- 3.2. LLDC has been working to use this report as the basis for a Health, Safety and Security risk register which will be reported half-yearly to this Committee. The draft risk register is attached as Appendix1 (contains exempt information). The risk register has been developed through engagement with key officers across the Corporation, including colleagues from Park Operations and Venues, Construction and Development. The register is a work in progress and will be completed and refined over the coming months. Priorities for the next review cycle include: risk and control ownership is clear and agreed, ensuring comprehensive controls are set out for each risk; introducing control ratings and action plans; and agreeing residual risk ratings for each risk.
- 3.3. The key risks areas are set out below and provided in more detail in appendix 1 (contains exempt information)
  - Crowd Control
  - Temporary structures
  - Structural Failure - Permanent Works

- Construction
  - Traffic
  - Interfaces with 3<sup>rd</sup> parties
  - Dust, noise and vibration
  - Safe construction
  - Ground penetrations
  - Fire
  - Security breach
- Crowd disturbance
- Crime and Terrorism
- Regulatory non-compliance
- Systems and equipment failures
- Fire
- Flood
- Food Poisoning
- Water
- Loss of safety critical systems
- Unauthorised property occupation
- Illicit use of property
- LLDC workforce health and safety
- Traffic
- Hazardous substances
- Lightning strike
- Imposed H&S working changes
- Major spillage
- Breach of confidentiality

#### **4. FINANCIAL IMPLICATIONS**

- 4.1. There are no new funding implications of the report.

#### **5. LEGAL IMPLICATIONS**

- 5.1. There are no legal implication of the review.

#### **6. PRIORITY THEMES**

- 6.1. The report has no implications for LLDC's priority themes. Briefly detail in this section how these have been taken into account in developing the proposals.



## 7. APPENDICES

- Appendix 1 – Health Safety and Security Risk Register September 2019 (exempt information)

**List of Background Papers:**

Papers for the Committee meeting on 12 March 2019

**Report originator(s):**

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of the Local Government Act 1972.

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