



Safeguarding Adults in Stockport

Induction Pack

Welcome to the Stockport Safeguarding Adults Board. This short introductory guide will help you to become familiar with your role as a member of the Stockport Safeguarding Adults Board (SSAB). You will play an important part in the governance and partnership working to stop adult abuse and neglect in Stockport.

The issues that you will consider as a Board member may be sensitive and complex. To carry out your duties properly, you will need to familiarise yourself with the national context, the work of the Board and your role.

Your role and responsibilities

Your role as a Board member will be to work in partnership with other organisations in Stockport to prevent and stop adult abuse and neglect.

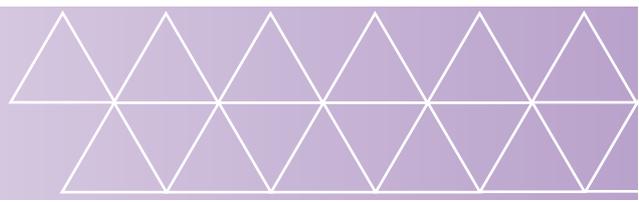
Stockport Council is the lead agency with legal responsibility for co-ordinating adult safeguarding arrangements and setting up the safeguarding adults Board in Stockport. But all partner organisations must collaborate and work together to achieve the aims and objectives of the Board.

You should have the necessary skills and experience to take part in the Board. Professional and managerial Board members should be

- able to present issues clearly in writing and in person
- experienced in the work of your organisation
- knowledgeable about the Stockport area and population
- able to explain your organisation's priorities
- able to promote the aims of the SSAB
- able to commit your organisation to agreed actions
- engage and share relevant information about the work of the Board with your colleagues and management structures
- have a thorough understanding of abuse and neglect and its impact; and
- understand the pressures facing front line practitioners.

Source: Care and Support Statutory Guidance 2015

If you feel that you need to develop certain skills and experience to be effective in your role as a Board member, please raise this with the Chair of Stockport Safeguarding Adults Board



Your contribution

An effective Board needs to be adequately resourced. The statutory partners of the Board are expected to consider assistance their organisations can provide to support the Board. Your organisations might:

- host meetings at your premises
- hold training sessions
- participate in communications campaigns
- raise awareness through your own organisations' contacts
- make a payment to the Council to support the work of the Board
- provide expertise
- act as a link between the Board and other interest groups

Non statutory partners may also be invited to contribute towards the Board in non-financial ways.

Understanding the work of the SSAB

You will need to have a working knowledge of safeguarding adults and the work of the SSAB. We have produced a separate quick guide which explains

- the national policy context
- the local context
- how the SSAB works
- how the SSAB is structured and
- our aims, strategies and plans
- about annual reports and safeguarding adult reviews.

Board meetings

The Board and subgroups meet several times a year. Meetings usually last a couple of hours. A schedule of the dates is available from the Board administrator (see contact details at the end of this guide).

Occasionally, the Board collaborates with other Boards or partnerships. For example, we hold joint annual development days with members from the Stockport Safeguarding Children Partnership, in the past we have held joint meetings too.

If you have any access requirements for any of the meetings please discuss these with the Board administrator.

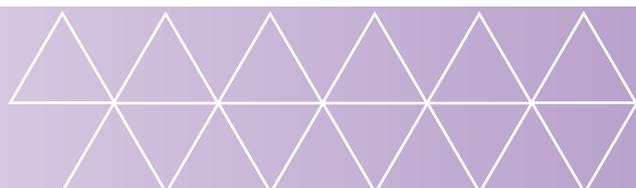
The agenda and papers for the meeting will usually be emailed to you a week before the meeting. Confidential or sensitive papers will be emailed to you using a separate secure system. You will need a password to access the confidential papers.

It is important that you take time to prepare for the meeting. Reading through the papers, even skimming them, will help you to feel more confident in the meetings.

Papers will not necessarily be discussed at length during the meeting because it will be assumed that you have read the papers. You may also be asked to provide information.

The following prompts may help you in preparing for a meeting:

- What do you need to get out of the meeting?



- What information do you need to bring to the meeting?
- Is there anything your organisation should be doing to safeguard adults?
- How can you influence the work of the Board to make it relevant to your organisation?
- Is the Board doing its job properly?

Names, acronyms and jargon can be confusing. If you are unsure, ask questions either before or during the meeting.

Respect for others is essential in building a strong, effective Board partnership.

- Listen to others in meetings
- Build on their views constructively
- Give your opinion and challenge when necessary.

For more information, read the SABs [Agreement with Relevant Agencies](#).

Good governance

The Board has a clear commitment to upholding the highest standards of governance. You must alert the Chair to any conflicts of interest. As soon as you become aware of a potential conflict of interest involving yourself or any other Board member, you should inform the Chair of the SSAB.

Information sharing

In order to carry out its functions, the SSAB needs access to information held by a range of people and partner organisations. To facilitate this, all partner organisations have signed up to the SSAB [Information Sharing Protocol](#)

By law, in certain circumstances if the SSAB asks you for information relevant to the work it needs to do, then you must supply it.

Read more about this in the Care Act guidance (Section 14.156)

Confidentiality

The SSAB [Information Sharing Protocol](#) sets out confidentiality and data protection requirements for partner organisations and Board members.

In your role as a Board member, you may come across highly sensitive and confidential information. For example, when we are conducting a safeguarding adults review into the death of an adult at risk in Stockport. If you are in any doubt as to what information you can share and what information is confidential, consult your organisation's Caldicott Guardian or the Chair of the Board.

Confidential Board papers will be emailed to you via a secure system.

Sources of Information

The [Care Act 2014](#) sets the legal framework for safeguarding adults and safeguarding adults Boards. The Department of Health has issued a helpful summary of the sections of the act relevant to safeguarding adults.

The Care and Support Statutory guidance provides more in-depth guidance and supplements the Act. Section 14 deals with safeguarding adults specifically.



Our Board [webpages](#) give information on

- Policy and procedure
- Training
- Types of abuse
- Information for professionals
- Information for the public

Resources

The [Care Act 2014](#) sets the legal framework for safeguarding adults and Safeguarding Adults Boards.

The [Care and Support Statutory guidance](#) gives more in-depth guidance in Chapter 14.

For any help or information, please contact:

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