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**Newcastle Safeguarding Adults Board**

**Board Member Roles and Responsibilities**

**Attendance**

* Each partner agency will designate a named person as their NSAB member to ensure consistency and continuity of membership of the NSAB.
* A named deputy may attend in the event that the nominated member is unable to attend a particular meeting.
* A change in nominated member or deputy should be notified to the NSAB Coordinator.

**Member skills and attributes**

* Members of the NSAB will have a strategic role within their agency in relation to safeguarding and promoting the health and wellbeing of adults at risk.
* They must have sufficient seniority and experience within their agency to enable them to speak for their agency with authority, commit their agency on matters of NSAB policy and practice, and hold their agency to account.
* All members must be committed to:
* Safeguarding adults at risk and the promotion of the wellbeing of adults at risk
* The six key principles of safeguarding adults (empowerment; protection; prevention; proportionality; partnership; and accountability).
* Equality of opportunity and combating discrimination.
* Seeking out and listening to the views of adults at risk.
* The principles of the Human Rights Act and the Mental Capacity Act.
* The principles of multi- disciplinary working across the statutory, independent sector and voluntary sectors.
* Promoting awareness of safeguarding adults issues within their organisation and across the community.
* Working in partnership with adults at risk, carers and communities.
* Working on the basis of research and evidence-based practice.
* Members must:
* Have completed safeguarding adults training relevant to their role.
* Be familiar with key legislation and national and local guidance regarding safeguarding adults
* Maintain an awareness of new developments in legislation, guidance and research.
* Have a broad understanding of multi-agency safeguarding adult practice.
* Have a detailed understanding of safeguarding adult practice within their organisation.

**Member responsibilities and duty of cooperation**

* The Care Act 2014 outlines a duty of cooperation[[1]](#footnote-1) between partners in relation to protecting adults with needs for care and support who are experiencing, or are at risk of, abuse or neglect.
* With respect to this duty of cooperation, all members will be required to:
* Make every effort to attend and fully participate at NSAB meetings or send a named deputy.
* Actively participate in the work of NSAB.
* Be prepared to chair a committee or working group (this arrangement will only be done with agreement of the Board member and their organisation).
* Ensure representation and commitment from their organisation on committees, working groups and task groups established by NSAB and their associated action plans. This includes ensuring that representatives attend sub-committee or working group meetings and contribute appropriately to multi-agency action plans.
* Take responsibility for ensuring that any actions agreed by the NSAB are effectively carried out within their organisation, including recommendations of Safeguarding Adults Reviews and other types of case review.
* Contribute to Safeguarding Adults Reviews and other types of case review.
* Hold their own organisation to account in respect of safeguarding adults.
* Respect the confidentiality of any information obtained as a result of their involvement on the NSAB save to the extent that disclosure of the information is necessary in order to discharge their role as a representative.
* Negotiate with their organisation to ensure that they have sufficient time and support to fulfil their responsibilities.

**Conflicts of interest**

* All Board members are required to declare any conflicts of interest on an annual basis and any specific conflicts of interests related to particular agenda items at the start of each NSAB meeting.

**Further information**

* More information about the work of the NSAB can be found on the Newcastle Safeguarding website:

[NSAB Roles and Responsibilities - Newcastle Safeguarding](https://www.newcastlesafeguarding.org.uk/safeguarding-adults/nsab-roles-and-membership/)

* This includes the NSAB’s Partnership Agreement, Information Sharing Agreement, Policy and Procedures, Annual Reports and Summary Minutes from NSAB meetings.

January 2023

1. See Care Act 2014 - [Section 6(1) and Section 6 (6)](https://www.legislation.gov.uk/ukpga/2014/23/section/6/enacted) and [Section 7](https://www.legislation.gov.uk/ukpga/2014/23/section/7/enacted) [↑](#footnote-ref-1)