

Privacy Notice for Salford Safeguarding Adult Board (SSAB)

This notice provides data privacy information for Salford Safeguarding Adult Board (SSAB)

It describes how we collect, use and share personal information about you.

It is important that you read and understand this notice, together with any other privacy information we may provide on specific occasions when we are collecting or processing personal information about you, so that you are aware of how and why we are using such information.

Purpose(s)

We process your personal information for the following purpose(s):

- To carry out Serious Adult Reviews (SAR) and any other enquires when there is a concern that an adult may be at risk of abuse or neglect.
- To fulfil our statutory responsibilities in relation to complying with the multi-agency safeguarding policy and procedures in line with legislation and government guidance.
- To deal with any problems or complaint that arise in commissioned organisations relating to adults

Categories of personal data

In order to carry out these purposes we collect and obtain the following categories of personal data:

- Basic personal details about you such as name, address, telephone number, email address and date of birth.
- Details surrounding you and your family including any referrals and risks/concerns that may be held on electronic recording systems.
- Housing circumstances and needs
- Lifestyle and social circumstances
- Financial Details
- Employment and education details
- Physical and Mental Health
- Religious Beliefs
- Sexual life or Sexual orientation
- Race or Ethnic Origin
- Information relating to criminal offences

Legal basis for processing

The legal basis under **Article 6** of the GDPR for processing your personal information is:

(c) Legal Obligation: processing is necessary for compliance with a legal obligation to which the controller is subject in accordance with the following:

- Care Act 2004

The legal basis under **Article 9** of the GDPR for Processing special category data is:

(b) Social security and social protection law: Processing is necessary for the purposes of carrying out the obligations and exercising specific rights of the controller or of the data subject in the field of employment and social security and social protection law

Information sharing/recipients

Salford City Council provides the IT network and administrative support for the Safeguarding Adult Board and, therefore, processes your data on behalf of the Board.

We also share personal information about you with the following organisations:

- Salford Safeguarding Adult Board members including the Independent Chair.
- Members of the SSAB subgroups made up of the following partner organisations.
- Salford Clinical Commissioned Group (CCG)
- Salford City Council (SCC)
- Greater Manchester Mental Health Services (GMMH)
- Salford Royal Foundation Trust (SRFT)
- Northern Care Alliance (NCA)
- Greater Manchester Police (GMP)
- Greater Manchester Fire and Rescue Service (GMFRS)
- North West Ambulance Service (Nwas)
- HM Probation and Prison Service
- Salford Community Voluntary Service (CVS)
- Salford Strategic Housing and Housing Providers
- Private Care providers (care home, community support and domiciliary providers)
- Gaddum (services for carers within Salford)
- Other Local Authorities
- Officer of the Public Guardian and Court of Protection
- Legal Services
- Voluntary organisations such as Age UK
- Department for Work and Pensions
- NHS England
- Care Quality Commission (CQC)

Data Transfers beyond European Economic Area (EEA)

SSAB data is hosted by Salford City Council and will be held wholly in the UK at all times.

Automated Decisions

There are no automated decisions in this process.

Data retention/criteria

Once a case is closed we will retain the information for 10 years.

Your rights

SSAB data is hosted by Salford City Council. Information about exercising your rights can be found on the council's website using the following link: [Exercising Your Rights](#)