



- > **Accountable Emergency Officer**
Emergency preparedness, business continuity, critical incident resilience and response.
Ben Greaves, Chief Executive Officer
Deputy – Angela Mather, Director of Finance and Business Services
- > **Controlled Drugs Accountable Officer**
All aspects of controlled drugs management.
Chris Sullivan, Deputy Chief Pharmacist, Devon Partnership Trust
- > **Caldicott Guardian**
Protecting the confidentiality of people’s health and care information and ensuring it is used properly.
Chandane Kotecha, Head of Psychological Practice and Development
Deputy – Lucy Orme, Clinical Service Manager
- > **Data Protection Officer**
Monitoring compliance with the General Data Protection Regulation and other data privacy laws; first point of contact for supervisory authorities and people whose data we hold and process.
Tim Hyman, 2twenty4consulting
- > **DPO Internal Contact**
Internal point of contact for liaising with the DPO. Responsible for completing data impact assessments for changes in data processing systems.
Alice Riley, Governance and Assurance Manager
- > **Designated Children Safeguarding Lead / Child Protection Lead**
Ensuring all employees know to raise safeguarding concerns, understand symptoms of child abuse and neglect, refer concerns to social care, monitor children who are subject of child protection plans, and maintain accurate and secure child protection records.
Ed Foreman, Head of Operations
Deputy – Karen Puttick, Clinical Service Lead
- > **Designated Adult Safeguarding Lead**
Monitoring progress of cases, ensuring systems to provide support, updates, and clear audit trails, ensure prompt referral of employees, and provide advice and guidance.
Ed Foreman, Head of Operations
Deputy – Lucy Orme, Clinical Service Manager
- > **Freedom to Speak Up Guardian**
Point of contact to raise concerns about risk, malpractice or wrongdoing that is affecting service users, staff or volunteers.
Angela Mather, Director of Finance and Business Services
Deputy – Rebecca Walker, HR Manager
- > **Health and Safety Competent Person**
Ensuring organisation meets its health and safety duties.
SAW Health and Safety Consultants
- > **Infection Prevention and Control (IPC) Lead**
IPC management and compliance with policy.
Ed Foreman, Head of Operations
Deputy - Karen Puttick, Clinical Service Lead
- > **Information Asset Owners**
Responsibility for appropriate classification of data.
Angela Mather, Director of Finance and Business Services – Financial, HR, Facilities and IT Data
Ed Foreman, Head of Operations – Service User Data
Ben Greaves, Chief Executive Officer – Fundraising and Comms and Marketing Data
- > **Mental Capacity Act and DoLS Lead**
Demonstrating that there are governance systems and processes to ensure compliance with the Mental Capacity Act and Deprivation of Liberty Safeguards; point of contact for employees.
Ed Foreman, Head of Operations
Deputy – Lucy Orme, Clinical Service Manager
- > **Mental Health Act Administrator**
Day to day admin; co-ordinates hospital manager reviews and mental health tribunals; ensures all detained service users are aware of their rights and that this is recorded; advises to employees and service users when required.
Debbie Siddenham, Devon Partnership Trust
- > **Nominated Individual (CQC)**
Supervising the way that the regulated activity is managed.
Ed Foreman, Head of Operations
- > **Prevent Lead**
Facilitating referrals and requests for info, single point of contact for employees, police, channel panels; advising employees, delivering training; overseeing collection of Prevent data for NHS England and commissioners.
Becky Tucker, Community Services Manager
Deputy – Lewis Tanner, Alliance Locality Manager
- > **Senior Information Risk Owner**
Information risk across the organisation; data security and user access to service delivery systems.
Ben Greaves, Chief Executive Officer