

## Case Review Group

### Terms of Reference

#### **Aims**

To enable the LSAB to undertake timely reviews of cases that require lessons to be learned, including Safeguarding Adults Reviews (SAR's) as detailed in Care Act 2014 and to provide a mechanism for the LSAB to deliver reviews of cases that do not meet the threshold for a SAR. It also aims to ensure that lessons learned from SARs and other reviews are shared and acted upon as follow up to the work of SAR/SCR panels across the multiagency partnership.

#### **Functions of the Group**

1. Receive referrals of cases to be considered as Safeguarding Adults Reviews
2. Identify the scope of agencies involved in cases subject to review
3. Consider these cases against the statutory criteria for Safeguarding Adult Reviews as detailed in Care Act 2014. **The Chair of the Group will have the casting vote as to whether the case proceeds for recommendation to a Safeguarding Adult Review**
4. Refer cases that are deemed by the group to meet the definition of a SAR to the LSAB for the final decision
5. Ensure proportionality of these reviews in the methodology that is adopted
6. Lead the initiation and delivery of reviews (including Thematic reviews) of cases that do not meet the criteria for a SAR
7. Oversee and monitor actions coming from these (non SAR) reviews
8. Monitor progress of actions to ensure lessons learned from SARs once the panel has completed its role and the number of actions is manageable by this means
9. Once actions are completed to pass information to the Monitoring & Evaluation group for monitoring of impact and ensuring lessons learned are translated in to practice.
10. Link with the LSCB as necessary and Safe City Partnership, the Coroner and other groups as relevant
11. Work with other Southampton LSAB Sub Groups to ensure multiagency activity is co-ordinated and business plan activities are delivered. In particular this group will work closely with Learning & Development, and Monitoring and Evaluation groups.

## **Membership**

- SCC Adult Social Care
- Southampton City Clinical Commissioning Group
- University Hospital Southampton NHS Foundation Trust
- Southern Health NHS Foundation Trust
- Solent NHS Trust
- Hampshire Constabulary
- National Probation Service
- Safeguarding Boards Manager and coordinator
- Southampton Voluntary Services
- Other LSAB members may be invited to attend as necessary.

## **Chair**

Chair – Carol Alstom: Associate Director of Quality, Southampton City CCG

Vice Chair – Ruth Attfield: Serious Case Review Team, Hampshire Constabulary

## **Reporting and Accountability**

The group will report to the LSAB on decisions made and on progress against delivery of reviews and business plan priorities. The group will raise issues that need resolution beyond the remit of its members to the Independent Chair of the LSAB if these cannot be resolved.

## **Frequency of Meetings**

The group will meet 6 weekly.

**To be reviewed July 2018.**